**Challock Parish Council Meeting Minutes**

Memorial Hall

Wednesday, 4th May 2022 7.31 pm

Members of public present:0

Apologies

None

Present

Michael Fisher (Chairman), Anthony Aitken, Russell Jaques, Duncan Hardie John Ramsden, Tracy Brown, Max Thomas & Di Sandy (Clerk).

Welcome

Chairman thanked everyone for attending.

Declarations of Interest

Councillors no new changes to the declarations of interest.

Minutes of Last Meeting

Minutes of 13th April 2022 meeting were signed by Chairman Fisher as an accurate record.

Proposed by Councillor Hardie and seconded by Councillor Aitken.

All agreed.

Election of Chair

Michael Fisher wished to stand as Chair. Michael Fisher was proposed by Councillor Hardie and seconded by Councillor Aitken. There were no other proposals

Election of Vice Chair

Russell Jaques wished to stand as Vice Chair. Russell Jaques was proposed by Councillor Aitken and seconded by Councillor Fisher. There were no other proposals

Election of Representatives

Councillors discussed and agreed the representatives for this financial year.

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| --- | --- | --- |
|  | Representative 2021/2022 | Representative 2022/2023 |
|  |  |  |
| Footpaths | Tracy Brown/John Ramsden | Tracy Brown/John Ramsden |
|  |  |  |
| Challock Primary School | Anthony Aitken | Anthony Aitken |
|  |  |  |
| Village Hall Committee | Anthony Aitken | Anthony Aitken |
|  |  |  |
| Parish Council Finance | Michael Fisher | Duncan Hardie |
|  |  |  |
| Speed Watch | Michael Fisher | Michael Fisher |
|  |  |  |
| William Oure Charity | Max Thomas | Max Thomas |
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| Play Area | Max Thomas | Max Thomas |
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| KALC and Parish Forum | Russell Jaques | Russell Jaques |
|  |  |  |
| Cricket Club Liaison | John Ramsden | John Ramsden |
|  |  |  |
| Forester Sub-Committee | John Ramsden | John Ramsden |
|  | Tracy Brown | Tracy Brown |

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**PCSO Adam Brooks**

No report received this month. There was a reported incident of trespass and nuisance on farmland in Pested Lane. Clerk has emailed Vikki Perry at ABC asking for an update on proposed meeting.

Clerk’s Report

**Highways**

Clerk has chased up the cleaning of the traffic island cones and the uplighters at the roundabout.

**The Lees**

The tree branches left from the high winds in March have been removed by the grounds man and placed up in the corner by the post office car park for now.

The grounds man has carried out the first back up of the Lees perimeter and has kept some of the wildflowers i.e., forget me knots by bench at the post office, daffodils, fox gloves at Haverbrack end, cow parsley under one of the lime trees and any poppies that are starting to appear. The next back up is due in June/July depending on the weather conditions. A no mow May will be carried out at the land adjacent to the Halfway and some of the areas on the Lees.

**Cricket Ground**

Grounds man has repaired the bridle gate leaver.

**Play Park**

Grounds man repaired the litter bin in the play park and collected all the rubbish.

**Boot Fair**

In preparation for the boot fair, cleaned the directional signs and made-up new laminates. Some of the posts are deteriorated and need replacing for future events. Signs were put up around the village Saturday evening and no parking signs for the village hall car park due to the Weavers & Spinners event. Litter pick carried out during and after the boot fair.

Correspondence

* Received an email from Local Neighbourhood Watch notifying of Police Engagement event. To be held at the village hall car park on Friday, 29th April 14.15 – 15.15. PSCO Langridge on hand to discuss crime, anti-social behaviour, and other community issues.
* An email from NALC (National Association of Local Councils) raises the importance of everyone having a stake in their community and getting involved in their local council. Local councils exist and flourish thanks to the commitment of our volunteer councillors and parish clerks. Make A Change campaign encourages people from all backgrounds and experiences to get involved with their local parish council and consider putting themselves forward for election to help make the council more representative of the community.
* Received an email from KCC Ward Councillor Charlie Simkins in receipt of a complaint from parishioner about the extremely poor state of the White Hill Road. The road is barely wide enough for two vehicles when conditions are good. However, when it has rained, and the numerous potholes have filled with rainwater the road becomes downright dangerous. I may be wrong, but I think Highways would rather motorists used White Hill rather than cut through Boughton Aluph village to link the A251 and the A28.
* Received an email from NALC (National Association of Local Councils requesting parish councils complete a finance survey. Would like to hear parish councils’ views on their finances and direct funding. Closing date 17th May 2022.
* Received an email from John Burden to pass on Friends of Challock Church thanks for donation of £300 towards the Seniors Jubilee Lunch.
* Received an email from ABC regarding the Precious Peatlands Project at Hothfield. The main aim of the project will be the restoration of peat bog, which is important for its ability to act as a carbon store and provides essential habitat for a wide range of wildlife species that depend upon it. The Precious Peatlands project has been generously funded by an anonymous donor, with additional support from Ashford Borough Council and the Rural Payments Agency. Over the next two years Kent Wildlife Trust intend to carry out work to improve access on key paths and routes throughout the reserve and restore and improve areas of nationally important peat bog and heathland.
* Received an email from ABC Mark James (Local Housing Needs) a survey could be undertaken in June of this year – Tessa O’Sullivan (Action with Communities in Rural Kent) will be in touch with parish council to confirm what will be issued to residents and to explain how the process will work.

**Matters arising from correspondence**

* Regarding parishioner complaint on White Hill. Clerk has reported multiple potholes previously and not all have been filled. White Hill is a popular route for commuters and people visiting Kings Wood. Also, lorries use White Hill to get to the Quarry. KCC Darren Hickman to respond to parishioner and to copy into the Parish Council.

Finances

**Bank Reconciliation**

The current account balance on 30th April 2022 is £19049.00

Received first half of Precept £11,500.

Received Lottery Funding Jubilee £1,900.

The NS&I account balance is £15670.71

Funds Ring-fenced

£4190 Faversham Footpath

£6000 Skate Park

£2800 Faversham Footpath legal fees (land transfer/dedication of land)

£2000 High Tree Lodge planning application consultation fees

£679 Bollards for the Lees

William Oure Charity £4109.80

**Internal Audit**

The Internal Audit with Lionel Robbins. Found the financial records to be accurate and up to date.

Noted The Council approved its budget for 2022-23 and also a precept for £21,000 at its meeting on 17th November 2021. Subsequently, on 5th January, the Council amended its precept for 2022-23 to £23,000. The Council must amend its budget correspondingly and reapprove it. The budget has since been updated.

**Parish Council Insurance Renewal**

Received parish council insurance renewal and as part of 3-year agreement the amount is £488.02.

The following cheques were signed by Chairman Fisher & Vice-Chair Jaques: -

Cheque No: 102619 D Sandy for Hazard tape, buckets & grip & fill for gate £15.13

Cheque No: 102620 D Sandy Stationery £17.24

Cheque No: 102621 Lionel Robbins Internal Audit £120.00

Cheque No: 102622 BHIB Ltd PC Insurance £488.02

Cheque No: 102623 Open Spaces – Training Course Tony Aitken £75.00

Cheque No: 102624 Open Spaces – Training Course D Sandy £75.00

Cheque No: 102625 J P Sandy – Groundworks £50.00

Cheque No: 102626 J P Sandy – Wildflower Area 5 £105.00

Planning

There were no planning applications to discuss.

**Ratification of Planning Applications**

There were no planning applications to ratify.

**For Information: KCC Planning Application Decision**

**AS/94/1155/R11B - Hegdale Quarry, Challock, Kent, ME13 0JX.**

Request for approval of replacement weighbridge and office and new fuel tank pursuant to condition 11 of planning permission AS/94/1155 at Hegdale Quarry.

KCC approve the application subject to the following conditions:

1. The replacement weighbridge and office and new fuel tank and cesspool shall be implemented and maintained as approved until removed from the site in accordance with condition 11 of planning permission AS/94/1155.
2. The cesspool shall be fitted with a warning alarm to indicate when emptying is required, and emptying records shall be retained and made available on request to the County Planning Authority and/or Environment Agency.

**A251 Faversham Road Footpath**

A further £18200 funds required. The Parish Council and Michelle Byrne, Ashford Borough Council to apply jointly to the Road Safety Trust for the additional funds in September 2022. Awaiting from Darren Hickman quotations for the additional costs, i.e., traffic control, fencing, removal of Oak tree and residents’ walls and trees/hedges. A meeting to take place within the next month to discuss costs and if the installation of the footpath will be able to commence in Autumn 2022.

Clerk has commenced with the deed of dedication with KCC Legal Dept. Charges quoted £1500. At the previous parish council meeting 13th April, it was agreed for £10,000 Deed of Easement to be ring-fenced towards the Faversham Road Footpath. This will reduce the funds required to £8,200.

**William Oure Charity**

Charity Objects: The Relief of Poverty in Parish of Challock by providing grants, items & services to individuals in need. Working to prevent or relieve poverty.

Charity Overview: To support parishioners who are in need. To support parishioners or their families who have suffered a tragic accident or bereavement.

Homes for Ukraine: initial guidance from GOV.UK. Guests will be able to live and work in the UK for up to three years and access benefits, healthcare, employment, and other support. Sponsors are to support and help guests to adapt to life in the UK. Initially checking if they have enough food and supplies such as toiletries, along with checking if they have access to a mobile phone and internet to stay in touch with family members. Sponsors should help direct their guests to public services i.e., registering with a GP or NHS dentist. Ashford Borough Council should provide an interim payment of £200 per guest for subsistence costs and does not need to be repaid. The payment should be made in cash. Working age guests will be able to apply to received Universal Credit and will be able to apply for advance payments where eligible. Universal Credit gets paid after 5 weeks, and claimants can apply for advance payments which has to be paid back. Ashford Borough Council should support guests to access local Jobcentre Plus appointments for benefit assessments and job-seeking.

Ashford Borough Council will play a key role in supporting the integration of Ukrainian families into their local communities. Challock Parish Council will welcome and support Ukrainian families and their sponsors. Any difficulties sponsors and Ukrainian families encounter with accessing services and financial assistance, the Parish Council will help by liaising with Ashford Borough Council and Kent County Council. The Parish Council will consider a request for a specific financial cost/item i.e., school uniforms through the William Oure Charity. As Trustees of the William Oure Charity, we are governed by the Charity Commission and must ensure funds are accounted and are for a specific need and come under the charity objects.

In view of current circumstances i.e., high cost of living, the William Oure charity may become more accessible to parishioners in the village in the coming months.

Councillor Jaques informed the Parish Council that he and his family are a sponsor to a Ukrainian family. Councillor Jaques explained the delays the guests have encountered in receiving the £200 subsistence from ABC. They are meant to receive £200 cash. The process has changed slightly, and the guests need to have a SIM in order for the cash to be given via pay point. The SIM can take up to 3 weeks to process. Councillor Jaques has requested assistance through the William Oure Charity for school uniform, equipment, and a weekly fruit & veg box to be delivered for the next couple of months. As trustees of the William Oure Charity, the Parish Council agreed to provide £200 cash subsistence, funds to help towards the school uniform and weekly fruit & veg box. Councillor Jaques to email the clerk with confirmation of the above and details of uniform list.

The Clerk to contact KCC to chase up the school bus application process.

**Wildflower & Woodland Areas**

Clerk joined a zoom meeting with Maureen Rainey from Kent Wildlife Trust. Maureen suggested filling the Jubilee wooden troughs with Herbs i.e., lavender and follow up later in the year with perennials. Clerk has emailed Les Langley to enquire when one of the troughs can be made in time for the Queen’s Jubilee.

Councillors Aitken & Brown and Clerk attended a meeting with Clive Stuart from Woodland Trust for advice regarding the woodland area. Stuart advised for a survey conducted on the Ash trees in the area. Suggested removing some of the smaller trees and some of the trees that had fallen, clearing some of the brambles to make way for woodland flowers and tree saplings. This would be subtle changes and carried out over a number of years. The Ash trees would need looking at as a priority. The Lees is due for a tree survey to be conducted. Received a quotation last year for £760 from Tree Ventures. Clerk to enquire for updated quotation.

1. **3rd June Village Event**

Clerk has booked Hullaballoo band for evening’s entertainment. The cost for the hire of the band is £1200. £500 of the lottery fund will go towards the entertainment,

£100 for Banners, Bunting, Invitations & Posters, £100 for magician, Artist Commission charge for materials £200, Barbecue Food & Refreshments £600 and Ice Cream £400. Ice cream van has been booked. The magician has been booked at £150 for hour close up magic. Local Artist John Harvey has been booked to do commission of a painting for £400. John Harvey will take photos during the evening’s event. We haven’t been successful in securing catering services. We had one interest from Camper Catering but thought it was during the day event. Total cost for the event £4850. £1900 from lottery funding and £2000 out of parish precept funds. The remaining £950 to come from VAT Return of which £1588.03 due to be refunded.

1. **Jubilee Tree Planting**

Clerk has completed request for tree saplings for the village, to go in the wooded area. A potted Robur tree sapling to be deliver to the Parish Council this month, for it to be planted in June on the Lees. Received a further two more requests from parishioners to receive tree saplings for their garden.

A competition naming the footpath at the wooded end of the Lees, was publish in the Forester. We have received four suggestions. Councillors agreed to ask the Ukrainian family to judge the naming of the footpath in the wooded end of the Lees.

Boot Fair Fund-Raising Event

The boot fair took place on Sunday, 1st May. There was a low turnout of 27 car boots. 3 of the pitches were free of charge as they were raising funds for charity. The outlay of toilet hire and vinyl advertising came to £242. Received £230 for pitches. Due to slow response of volunteer help and agreement for the boot fair to go ahead at the last parish meeting on the 13th April. The vinyl advertising posters did not arrive until Tuesday, 26th April when they were immediately put out on display. One of the vinyl’s were meant to be double sided, so didn’t receive the other one until Friday, 29th April. John Burden kindly arranged for the boot fair notice to be posted to various village social media Wye, Boughton Aluph, Kennington, Faversham, Charing, and Ashford. Clerk arranged for Boot Fair and The Five Church Walk to be advertised on What’s On, Kent Online.

Through the bucket collection raised £185 for the Red Cross Ukrainian Crisis. The Parish Council would like to thank John Burden, Kenny & Teresa Kempton, Donna Ashby, Ben & Daniel Sandy for helping out. The Clerk would like to say thank you to Chairman Mick Fisher, Councillor Tracy Brown, and Councillor John Ramsden for helping out on the day. It can be often forgotten that our Councillors are volunteers too who give up their time and get involved in the interests of our parishioners.

Items for Information

1. Colleena – The access has now been reduced. The Parish Council to write to parishioners noting the paving slabs have been placed adjacent to the access. The Parish Council were aware the area was going to be seeded. Though the Parish Council have no objections to the paving slabs but reserve the right to request the slabs are taken up should we receive any complaints.

A.O.B

**High Tree Lodge Planning Application** – Clerk received a telephone call from Nigel Jarvis ABC Planning Officer to inform the Parish Council that the application is still on hold due to Stodmarsh, however, the developers are looking to put in a new application for 19 houses. ABC have yet to decide on the pre-application.

**Beech Court Gardens Open Weekend Charity Event** – A request for permission to place advertising notices on the Lees and on the ground opposite the Halfway. Councillors agreed to give permission.

**Telephone Kiosk & Defibrillator** – Clerk has received an enquiry regarding moving the telephone kiosk. Clerk has requested the request is made in writing to the Parish Council.

**Queens Platinum Jubilee Event Preparations Meeting** – Councillor Aitken requested a separate meeting to discuss the event i.e., marshalling, first aider, help setting up etc. It was agreed to arrange a meeting to take place in the pavilion on Thursday, 12th May at 7.30 pm. Open to the public and request for helpers.

It was agreed a smaller lorry trailer supplied by Councillor Brown would be used for Hullabaloo.

Parish Forum

There were no members of the public present.

**The meeting closed at 8.55 pm.**

Parish Council Meeting Dates for 2022

Tuesday 14th June 2022 Annual Parish Meeting

**Future Parish Meeting Dates:**

Wednesday, 13th July

Wednesday, 14th September

Wednesday, 12th October

Wednesday, 16th November

**Signed as a true record by: ……………………………Michael Fisher Chairman Challock Parish Council**

**Dated……………………………………….**