**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 23rd March 2023 7.30 pm

Members of public present:2

Apologies for Absence

Apologies for absence were received from ABC Ward Deputy Mayor Krause

Relevant Legislation: Local Government Act 1972, s 85.

Present

Michael Fisher (Chairman), Cllr Hardie, Cllr Brown, Cllr Jaques, Cllr Thomas, Cllr Aitken & Cllr Ramsden &

D Sandy (Clerk).

Disclosure of Pecuniary Interests

There were no disclosures of pecuniary interests.

Relevant Legislation: Localism Act 2011, s 31.

Approval of Minutes

Proposed by: Cllr Thomas

Seconded by: Cllr Brown

It was resolved to approve the minutes of the meeting of the council held on Thursday, 23rd February 2023

The Chairman signed the minutes as a correct record.

Relevant Legislation: Local Government Act 1972, Sch 12, para 41 (1).

**PCSO Report**

The Police Community Support Officer for our parish is PCSO Joshua Hammond. The Police can be contacted by email [csu.ashford@kent.police.uk](mailto:csu.ashford@kent.police.uk)

No report received.

Clerk’s Report

**Highways**

Reported damage footpath in St Cosmas Close.

The clerk has emailed Alan Osouha and Kieran Doble regarding the outstanding works on the A252 Canterbury Road Improvements Scheme. The outstanding works include repeater 40 mph signs, speed cameras and police speed monitoring bays.

**ABC**

Reported uncollected damage brown bin from Assaye, Canterbury Road.

The clerk has requested ABC to investigate placing bollards on the damaged verge in Chapmans Close to stop large vehicles mounting the footpath and verge.

**The Lees**

The grounds man has filled the potholes on the Lees track.

**Training**

The clerk attended the second Achieving the CILCA course at Lenham Community Hall.

**Funding**

The clerk has applied to the lottery for £2000 funding for the Kings Coronation celebration event.

Correspondence

* Received an email from Rural Housing notifying of affordable home at Orchard Lane is up for Sale and request poster is put up on the notice board. The Clerk has placed the posters up on the notice boards.
* Received an email from Catherine Stephenson, Invicta Law regarding the deeds of dedication for Faversham Road footpath. Currently holding 3 (of the required 5) executed Deeds of Dedication. Waiting on 2 of the deeds to be returned. Once 4 of the 5 required Deeds of Dedication have been completed Catherine will arrange for these to be sent to the KCC to execute.
* Received an email from a parishioner concerning the damaged access footway in St Cosmas Close. Clerk has reported this to ABC.
* Received an email from a concerned parishioner of an advert on Challock Chatter. Parishioner said the advert is false. The advert was copied from another business based up in Cumbria. Clerk has reported this to Trading Standards. The advert has been removed from Challock Chatter.
* Received an email from a parishioner regarding the William Oure Charity and an update on allotment scheme. Clerk has replied to the parishioner informing that the tenancy agreement has been renewed as the Parish Council did not receive enough interest in the allotment scheme.
* Received an email from Alan Osouha updating outstanding issues concerning the A252 Road Improvements.

1. Concerns raised about the size of signs at the middle of the Challock roundabout was not accepted by an independent review of the junction. Therefore, no further action to be taken.
2. Request for additional repeater (40s) between Monkery Lane and Westwell junction is accepted, and a works order has been raised to add repeater signs. Repeater signs are 300mm diameter and will be added at a set distance.
3. Signs to denote a police monitoring bay (east of Challock Rdabt) to be added also. The bay has been constructed.

Finances

The current account balance on 28th February 2023 is £14,685.87

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 Bollarding of the Lees

William Oure Charity £3403.26

1. **Kings Coronation Event**.

The Clerk has been successful in the lottery funding for £1200. The lottery funding is allocated to the magician £150, Commission Local Artist £400, Posters and Decorations £250 and Ice-cream Van £400. Unfortunately, the lottery has omitted £800 for the coronation mugs that were going to be distributed to children and pensioners as it does not come under their funding aims. Parish Council budgeted for £2000 out of the precept to cover £1400 for the Daisy Chains and £600 for the Senior Cream Tea.

Relevant Legislation: Local Government Act 1972.

1. **Notice Boards**

It was resolved to purchase oak notice board from Green Barnes quoted price £892.18 to be installed in the village hall car park.

Relevant Legislation: Road Traffic Regulations Act 1984, s.130.

1. **Clerks CILCA Training**

Benefits to the Parish Council - Undertaking CiLCA raises awareness of law and good practice in local councils. Students’ review policies and procedures to ensure that the council is acting with propriety. CiLCA sets good foundations which allow your council to adapt to and manage changing circumstances, and to realise its ambitions and vision for the future. In addition, a CiLCA-qualified clerk helps your council to gain the General Power of Competence. Cost £450 to complete CiLCA qualification.

Parish and town councils, in particular, have found being eligible to adopt General Power of Confidence a major boost to their confidence to act and also that of their members in general. They have used the GPC to provide the basis for taking on responsibility for services previously provided by one of the principal authorities for the area, for example because these are being withdrawn as a result of financial pressures and a review of priorities. Clerks to town and parish councils have found it positive to be able to advise members that it is possible for their councils to do more things, where this is aligned to council and community priorities and at reasonable cost. Even when not used to support new services or innovation, it has saved time and resources in searching for more specific powers.

It was resolved for the Parish Clerk to embark on CILCA training programme.

1. **Parish Council Website Invoice**

Received Parish Councils Website annual maintenance for £300 and £192 for gov.uk email accounts. Clerk has managed to set up clerk’s email account and can help Councillors who wish to use the new email accounts instead of their personal email account.

It was resolved for Councillors to confirm with Clerk if they wish to have new email accounts after the elections.

Relevant Legislation. Local Government Act 1972, s.142.

1. **Grounds man liability Insurance**

Under the Parish Council insurance policy, the grounds man is not covered for public liability as he is not a paid employee. The grounds man pays £183 per annum to cover for public liability for the Parish Council work and local jobs he does around the village. The grounds man has charged £10 per hour since 2010. This is now below the minimum living wage.

It was resolved that the grounds man should be charging £14 per hour.

All agreed.

Planning

To resolve observations to Planning Applications affecting the parish

Relevant legislation: Town and Country Planning Act 1990.

PA/2023/0415

Location: Carpet Wood Lodge, Green Lane, Challock, Kent. TN25 4BL

Proposal:3 bay barn/garage and demolition of existing double garage

Comments: Challock Parish Council supports this application providing the neighbours’ comments are taken into consideration.

**Ratification of Planning Applications**

There were no planning applications to ratify.

**Crispin Farm, Faversham Road, Challock TN25 4BQ**

The Parish Council have received complaints from parishioners of noise and the burning of waste i.e., tyres during the early hours of the morning and during the day. At Crispin farm as well as a training centre for their staff, they also hold storage of sheds, log cabins etc. Lorries are turning up at 4.30 in the morning and during the day causing noise turbulence and road safety issues. When the lorries turn up, they park along Faversham Road which is dangerous as cars have to overtake and the visibility is very poor. Lorries also park in the driveway of the neighbouring property Drayhorse Farm without permission. The storage of the sheds etc. are on the adjacent field to the unit 1 area and are tarmacked. There are about 6 cars parked along the verge outside of Crispin Farm.

The clerk has reported to Planning Enforcement of the complaints we have received. Planning Enforcement notified the Parish Council that they due to carry out an inspection of the site.

**May Elections**

The Election Notice has gone on display commencing 23rd March 2023. All sitting parish councillors must submit nomination papers for the 4th May election if they wish to continue in office. Polls will be held where there are more nominations than seats on the parish council.

Nomination papers are required to be handed into Ashford Borough Council by 4th April. It is advisable to book an appointment. Nomination papers should be submitted in good time to allow for any errors to be corrected.

Parish Cllrs all retire together in every ordinary year of election on the fourth day after the day of the election. In 2023 the fourth day after the ordinary day of election will be Tuesday, 9th May.

Relevant Legislations: Local Government Act 1972

**Highway Improvement Plan**

1. **Faversham Road Footpath**

Clerk is liaising with KCC Darren Hickman and Kieran Doble on further queries raised by them regarding the footpath. The clerk has emailed details of land permission from King & Johnson.

Relevant Legislation: Highways Act 1980

**Dog Attacks & Dog Fouling**

There have been reported dog attacks and an increase in dog fouling on the cricket ground. The clerk has reported on behalf of a parishioner of a dog attack on the cricket ground to ABC. If a dog attacks another dog, it is a civil matter, if the dog attacks a human, it's a criminal matter.

The clerk has put up laminated posters “Please clean up after your pet” and “please keep dogs on lead” at the gate entrances to the cricket ground, village hall car park and telegraph pole near to the footpath sign.  Clerk to arrange notices to go up on the Lees.

**The Kings Coronation 6th May 2023**

The Kings Coronation event on Bank Holiday Monday, 8th May. Daisy Chains band has been booked. Smokey Rebel and DH Event Catering has been booked. The Cricket Club to run a bar. The clerk has organised a Senior Coronation Cream Tea afternoon for Tuesday, 2nd May in the church. Clerk has received offers of help on the day from Gill Burden, Liz Haigh-Reeve, and Geraldine Hennessey. Lynwen has kindly agreed to provide instrumental music.

Relevant Legislation: Local Government Act 1972.

**Village Spring Litter Pick**

The village litter pick has been organised for Sunday, 2nd April at 10 am starting at the village hall car park.

Relevant Legislation: Open Spaces Act 1906

**AOB**

Councillor Aitken informed the Parish Council the School would be happy to assist with seed planting on the Wildflower areas on the Lees.

Councillor Aitken informed the Parish Council that the new owners of the Halfway Pub have requested if the cricket ground can be used for excess car parking for their grand opening event.

Councillor Ramsden raised concerns about the potholes on the Lees track and filling them using planings is not sustainable. Request consideration for a harder wearing filling. It was agreed to add to the next parish meeting agenda for consultation with parishioners.

Public Participation

Parishioner asked if there are plans for holding a boot fair on the Lees this year. Clerk confirmed that the Parish Council have received no requests from the Methodist Chapel or local clubs to hold a boot fair on the Lees. It was agreed that the Parish Council would consider organizing a boot fair in August. To be discussed at a later parish meeting.

A parishioner raised concerns about the development of new dwelling adjacent to 18 Chapmans Close, the Council have taking down boundary fence, so the parishioner’s garden is exposed. The parishioner would like to know when a new fence will be erected. Clerk to make enquiries to ABC customer care.

Councillor Jaques requested a face-to-face meeting to be set up with ABC to discuss the anti-social behaviour that has been occurring since 2020.

A parishioner enquired on an update on the planning application High Tree Lodge. The parishioner said that she has bats flying around Chapmans Close. Chairman Fisher – There has been no update on the High Tree Lodge planning application and is aware of bats flying around in Chapmans Close.

A parishioner raised concerns about safety and the height of the barriers at the roundabout; pedestrians like herself find it difficult to see on coming traffic. Traffic is not adhering to the 30-mph speed limit. Chairman Fisher updated the parishioner on efforts to date includes a traffic survey, A252 Road Improvement Scheme, and recent speed watch activity. The clerk informed the parishioner that part of the A252 Road Improvement Scheme speed average cameras is under consideration.

The parishioner inquired if there is still a need for a skate park in the village. Chairman Fisher said the skate park is not large scale, just one piece of apparatus i.e., ramp. The clerk informed the parishioner the last survey carried out in 2019 confirmed the parishioners were looking forward to having a skate park in the village. The original request came from a couple of boys attending a parish meeting during 2013.

Relevant Legislation: Local Government Act, s 100.

**There being no further business to conduct, the Chairman closed the meeting at 21:00 pm.**

Parish Council Meeting Dates for 2023

Thursday, 20th April 2023

**Future Parish Meeting Dates:**

Tuesday, 16th May 2023 Annual Parish Meeting To be rescheduled.

Thursday, 18th May

Thursday, 22nd June

Thursday, 20th July

Thursday, 21st September

Thursday, 19th October

Thursday, 23rd November

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

**Dated……………………………………….**