**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 20th April 2023 7.30 pm

Members of public present:4

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 Aitken

Seconded by: Cllr Hardie

It was resolved to approve the minutes of the meeting of the council held on Thursday, 23rd March 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 overgrown vegetation along the footpaths adjacent High Tree Lodge and Forest Cottages, Buck Street. Request for side-edging to be carried out.

Reported damage small roundel 40 mph sign, lying in the undergrowth near to the Notice Board in Buck Street.

The clerk has reported a pothole at the junction of Blind Lane/Buck Street.

ABC

The clerk has replied to ABC regarding the damage verge in Chapmans Close. ABC have responded saying the verge cannot have bollards installed due to the width of the road and vehicles parked on the opposite side of the road. The clerk replied asking for consideration for the verge to become a hard surface.

The clerk has reported damaged Green Lane Name Sign (Junction at Westwell/Green Lane) to ABC.

Request for road sweeping along Buck Street Footpaths and Canterbury Road, High Snoad Wood entrance towards Beech Court Gardens footpath.

The Lees

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

The grounds man has planted the Queens Jubilee tree saplings in the Lees Woodland Walk.

Training

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

Correspondence

* Received several emails from parishioners concerning Auxillus parking their lease cars on the Lees, Canterbury Road Laybys and in High Snoad Wood. The clerk has spoken to the staff at Auxillus and requested the vehicles are removed from the Lees, laybys and High Snoad Wood. They said that they were having problems with the scheduling of the transporter collecting the lease cars. Clerk also reported to ABC Planning Enforcement. The cars have been removed from the Lees and laybys.
* Received an email from ABC notifying of a new housing system and website is being rolled out across Kent to create a more user-friendly service for people on the housing register.

The system, which will be run by provider Huume, will go live in July 2023, and have a new

look, be more streamlined and easier to navigate, while still providing the same service.

* Received a complaint from a parishioner concerning speeding cars in Green Lane. The clerk has email East Kent Highways who responded that the 30 mph speed limit signs cannot be installed or slow down signs due to the environment of the road. However, no harm in polite contact being made to the businesses to draw their attention to the residents’ concerns as they will likely be able to ask their customers to leave respectfully. Clerk to send a letter to Cool Air VW and AV Engineering.
* Clerk received an oral complaint from a parishioner concerning horse riding on the Lees creating divots.
* Received an email from Beech Court Gardens requesting if they can place Open Garden Society for Charity Signs on the Lees. Permission was granted for the Open Garden Society signs to go up on the Lees and grass area adjacent to Challock roundabout.
* Received an email from KALC regarding the national test of the UK’s new Emergency Alerts System on Sunday 23rd April at 15.00. The test alert will be sent to most mobile phones across the UK. Devices will make a distinct, siren-like sound for up to 10 seconds, including on phones switched to silent mode. Phones will also vibrate and display a message about the test. The aim is to alert the country to the test and reassure you that no action needs to be taken.
* Received a thank you card from George Marsh for his Centenary Gifts.
* Received an email from Martin Hook requesting to place the Five Church Walk sign on land adjacent to Challock Roundabout. Permission was granted for the Five Church Walk Sign to be erected adjacent to Challock roundabout.
* Received an email from parishioner offering free outdoor gym equipment. We would need to arrange collection of the gym equipment.
* Received an email from KCC Parish Council Community Cost of Living Support Grant.

The current deadline states 28th April but this has been extended to close of play Wednesday, 31st May 2023.

* Received an email from KALC regarding Kent Plan Tree calling for expressions of interest for potential small woodland creation and community orchard sites.

Matters Arising from Correspondence

Councillors discussed the offer of outdoor gym equipment. Councillors discussed placing the outdoor gym equipment either on the recreation ground or the Lees common. Clerk to enquire regarding health & safety measures and inspections. Clerk to check for type of foundations required.

Relevant Legislation: Local Government (Miscellaneous Provisions) Act 1976, s19

Finances

The current account balance on 31st March 2023 is £16,273.94

Received £1200 National Lottery Fund for Coronation Events.

Cheques signed for April

Chq No. 102693 J Sandy - the Lees tracks potholes, Woodland Walk Tree Sapling planting £206.20

Chq No. 102694 HMRC – Clerks Tax £359.20

Chq No. 102695 D Sandy – Stationery £60.58

Chq No. 102696 D Sandy – Litter Pick Refreshments (Crossroad Motors Fund) £47.42

Chq No. 102697 KALC – Clerks CILCA Training Course 23rd March £72.00

Chq No. 102698 KALC – Clerks CILCA Training Course 20th April £72.00

Chq No. 102699 D Sandy – Coronation Village Events – Tableware, Bunting, Print £173.05

Cheques signed by Chairman Fisher & Councillor Thomas.

Chq No. 022160 KALC – Annual Subscription £528.36

Chq No. 022161 Challock Village Hall – Annual Office Rental £500

Chq No. 022162 Parish Council Website – Village Website & Clerk’s email account £324.00

Chq No. 022163 Ashford Borough Council – February & March’s Forester Print £366.94

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**

The Parish Council reviewed the Quarter 4 2022/2023 Budget Monitoring & Quarter 1 2023/24 Budget Adjustment.

Income Variance +£14733 – (£10,000 Easement Little Barn, £1900 Wildflower Lottery Grant £1200 Coronation Lottery Grant, VAT Return £1588.00).

Expenditure Variance +£5940 – (£2025 Play Park, £2600 Legal Fees, Miscellaneous & Contingency £1834).

Significant deficit -£5420 on tree maintenance.

The Queens Jubilee Celebrations £1104 deficit offset by VAT income.

Carryover £2427 Wildflower Project, £1500 Faversham Road Footpath, and £1200 Coronation Events

Clerk has prepared Qtr. 1 Budget Monitoring Form adjusting income to include VAT and expenditure for training, hall hire and subscriptions.

Planning

To resolve observations to Planning Applications affecting the parish

Relevant legislation: Town and Country Planning Act 1990.

PA/2023/0515 The Martins, Church Lane.

Construction of two storey front, rear and side extensions, single storey rear extension and construction of rear dormer window.

Comments: The Parish Council supports this application providing neighbours comments are taken into consideration.

PA/2023/0623 Hillside, Blind Lane, Challock, TN25 4AU

Construction of detached dwelling

Comments: Taken into consideration neighbours comments the Parish Council does not support this application.

Policy HOU10 - Development of Residential Gardens Development proposals involving the complete or partial redevelopment of residential garden land will be permitted provided the proposed development complies with the Council's external space standards as set out in Policy HOU15 and Windfall Housing Policy HOU3a or HOU5 (as relevant). Challock Parish Council, the planning application does not comply to policy HOU15 and would result in significant harm to the character of the area including the surrounding grain and built pattern of development, the prevailing building density, line, frontage width, building distance from the access from Chapmans Close , existing plot sizes and visual separation between dwellings; These standards also apply to any proposals which result in the loss of private external space to existing residential property. The plot would appear too cramped.

PA/2023/0637 Casita, Canterbury Road, Challock, Ashford, Kent TN25 4DW

Operational works in association with the upcoming change of use of the agricultural building to a flexible commercial use under Schedule 2, Part 3, Class R of General Permitted Development Order including insertion of doors and windows, external hard and soft landscaping, recladding of external walls and roof.

Comments: The Parish Council does not support this application. The building has not been used for agricultural purposes.

**Planning Enforcement**

ENF/2022/1618 Crispin Farm – The investigation into Crispin Farm remains on-going. Enforcement Officer has visited the site and is in the process of assessing the development. Once a decision has been made relating to Crispin Farm, an update will be sent.

ENF/2023/0077 Roma Development Flag Poles – No planning application has been made by Roma Development to erect flag poles. Planning Enforcement Officer has conducted a site visit to view the flag poles and is in the process of assessing this development but at present, cannot confirm whether a breach of planning control has occurred. Once a decision has been made on the enforcement case, an update will be sent.

ENF/2023/0020 Fair View, Faversham Road – ABC confirmed there is no planning breach.

**Ratification of Planning Applications**

There were no planning applications to ratify.

**May Elections- Notice of uncontested Election**

Anthony Aitken, Tracy Brown, Duncan Hardie, John Ramsden, Robert Shallcrass, Max Thomas & Jayne Walpole have been elected Parish Councillors uncontested. All current parish councillors retire, and all new parish councillors take office four days after the date of the election i.e., Tuesday 9th May 2023

Chairman Michael Fisher and Vice Chair Russell Jaques will retire from the parish council on the 9th May 2023.

Relevant Legislations: Local Government Act 1972

**Highways Improvement Plan**

1. **Faversham Road Footpath**

KCC Darren Hickman is on long term sickness leave. Dean who is taking over in Darren’s absence is going to break the scheme down regarding stages and costs etc and will be in touch with the Parish Council.

1. **A252 Road Improvement Scheme Challock Roundabout**

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. Clerk has emailed Alan Osouha stating the Parish Council are still concerned about the size of signs at the middle of the Challock roundabout. We still receive concerns from parishioners when they are walking across at the roundabout, not feeling safe. Parishioners are concerned for the school children when getting off the bus to walk home. As they cannot see oncoming traffic, signalling if they are exiting from the roundabout. The hazardous part of the roundabout is when walking from the Halfway Pub across to Crossroad Motors as there is a dip in the road. Though there is 30 mph signs at the roundabout many vehicles are not adhering to the speed limit and go across at a faster speed.

The Parish Council would be grateful if this could be reviewed again, and we are happy to meet at the roundabout to discuss our concerns.

1. **Buck Street**

Clerk has requested a site meeting with Kieran Doble to discuss signage along Buck Street. Slow down pedestrian signs are going to be installed. To discuss the existing 40 mph signage in place.

Relevant Legislation: Highways Act 1980

**The Lees Common**

1. **Lees Track**

At the previous parish meeting on the 23rd March discussion took place on the condition of the Lees track and that the current maintenance program of filling the potholes with loose planings is not sustainable. Councillors agreed to organising a consultation with the residents to gauge options in future maintenance program for the Lees track, i.e., installing a hard surface. Councillor Brown proposed contacting the contractors that filled the Lees track Little Barn, Trees etc with excess tarmac to enquire if they would quote the Parish Council for doing the other tracks. The Parish Council agreed for the clerk to make enquiries.

1. **Horse Riding**

In response to a complaint from a parishioner of horse riding on the Lees. The Lees common is protected ground. Councillors need to be mindful of the damage to the Lees caused by horse riding, cars parking on the lees grass etc. Clerk has looked at the Open Spaces website and other Councils who manage common ground. It is noted that some councils have a policy on horse riding on common ground and parameters have been set on when horse riders can use the common. The Parish Council agreed not to disallow horse riding on the Lees providing horse riders are mindful of the condition of the Lees and not to use the Lees when the grass areas are wet & waterlogged.

Relevant Legislation: Inclosure Act 1845; Small Holdings & Allotments Act1908, s.34. Countryside and Rights of Way Act 2000 & Open Spaces Act 1906.

**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 and help with making cakes and sandwiches. Also received offers of help prior to the 2nd with Church cleaning, setting up the tables and displaying the bunting. Beech Court Gardens & Challock Village Hall have kindly offered to loan cups, saucers, and plates for the Senior Afternoon Tea. So far, we have received 48 acceptances to the Afternoon Tea. Lynwen has kindly agreed to provide instrumental music.

Relevant Legislation: Local Government Act 1972.

**Village Litter Pick**

The village litter pick took place on Sunday, 2nd April. The Parish Council would like to thank Jennifer, Alice, Lucy, Amanda, Stephanie, Councillor Aitken, Pauline, who volunteered to litter pick. 7 bags of litter were collected from Blind Lane, Church Lane, the Lees and Buck Street.

Relevant Legislation: Open Spaces Act 1906.

**AOB**

Councillor Aitken informed the parish council the Defibrillator will be installed in the village hall within a couple of weeks.

Discussion took place regarding the change of name Halfway House to The Stagg. Councillor Thomas confirmed the change of name does not need planning permission but needs to agree with the leaseholders and terms on the lease.

Public Participation

A member of the public inquired on the update on the deeds of dedication, Faversham Footpath Scheme. The deeds are with Invicta Law and as soon as 4 out of the 5 have come back they will be sent off to land registry. Due to the increased installation costs, we are waiting on KCC pricing up for the work to be completed in phrases.

A member of the public inquired on consideration on improvement safety measures along Buck Street. The clerk is waiting to hear back from KCC Kieran Doble on a site visit to discuss improvement measures along Buck Street.

Relevant Legislation: Local Government Act, s 100.

**There being no further business to conduct, the Chairman closed the meeting at 20.35 pm.**

Parish Council Meeting Dates for 2023

Thursday, 18th May 2023

**Future Parish Meeting Dates:**

Annual Parish Meeting To be rescheduled.

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……………………………………….**