**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 19th October 2023, 7.30 pm

Members of public present:7

Apologies

Apologies received from Cllr Aitken

Relevant Legislation: Local Government Act 1972, s 85.

Present

Chairperson Cllr Tracy Brown, Vice-Chairperson Cllr Max Thomas, Cllr Walpole, Cllr Hardie, Cllr Ramsden & Di Sandy (Clerk).

Welcome

Chairperson welcomed everyone present to the parish meeting

Disclosure of Pecuniary Interests

There were no disclosures of pecuniary interests.

Relevant Legislation: Localism Act 2011, s 31.

Minutes of Last Meeting

Minutes of 21st September 2023 meeting were signed by Chairperson Cllr Brown as a true record.

Proposed by Vice-Chairperson Thomas and seconded by Cllr Walpole

All agreed

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

Standing Orders & Financial Regulations

**PC James Murrell Downs West Ward**

Nothing to report.

Clerk’s Report

**Highways**

Harvey Miles-Berry is our new Highways Steward for Challock replacing Thomas Anderson.

Clerk has reported to KCC Highways overgrown vegetation along Green Lane, adjacent to entrance to Clevedon Court.

Clerk has reported to KCC Highways overgrown vegetation adjacent to Ashdown, Canterbury Road, junction at Church Lane.

Clerk has requested a village highways inspection – unfortunately, they do not have the resource for a village inspection. They have said for us to use our online reporting portal for any issues we wish to bring up to them.

The grounds man has mowed the Faversham Road footpath verge during September and October.

Resolved. The clerk’s report was received.

Correspondence

* Received an email from My Community Voice - The Kent Police Rural Crime Strategy is currently under review, and they are seeking the views of the rural community to reflect the areas that parishioners would like them to focus and deliver on in the future. To capture this information, they would ask that parishioners take part in the Rural Crime Survey. It will only take a few minutes to complete. Noted. Clerk has placed notice on PC Facebook Page.
* Email from ABC danny Shepherd - It is necessary to conduct a site survey on your chosen site before installing an EV charging point. There are a number of companies that will provide this survey free of charge and you can find an installer using OZEV. We would urge you to undertake this work as soon as is practical in readiness for when the funding goes live. If your bid is not successful on this occasion, the site survey will prove valuable for any future opportunities.
* Received an email from KALC Area Committee about the new appointment for Secretary Louise Goldsmith.
* Received a copy in email response from Damian Green MP concerning parishioners’ complaint regarding a car being parked on the footpath in Church Lane causing an obstruction. Damian Green suggests contacting ABC enquiring about authorization to use a sign indicating where a pavement parking restriction is in place. Noted. Cllr Hardie has spoken to one of parishioners concerning parking near the school entrance/St Cosmas Close.
* Received an email from Kirsty Morland ABC an invitation to a free online event being held by RACE – the Rural And Community Housing Enabling Service in Kent. RACE works with parish councils, housing teams at district and borough councils, housing associations and local developers to identify rural communities where action needs to be taken to meet the housing needs of local people. Central to its work are housing needs surveys which it carries out aimed at the residents of individual villages and rural communities to find out whether there is a need for affordable housing locally. The on-line session takes place on 8th November between 12.30 – 1.30 pm.

**Matters arising from Correspondence**

None

All correspondence has been circulated.

Finances

The current account balance on 30th September 2023 is £27,902.05

Received 2nd half of Precept £12,000 from ABC.

Resolved. The bank account balances and reconciliations for 30th September 2023 were signed by Chairperson Brown and Vice Chairperson Thomas.

Resolved. The 2nd Qtr. Budget Monitoring Form for 1st July 2023 – 30th September 2023 was signed by Chairperson Brown & Vice-Chairperson Thomas.

**October Payments**

The following cheques were signed by Chairperson Brown and Vice-Chairperson Thomas.

Cheque No 102735 HMRC - Clerks Tax £393

Cheque No 102736 Mazars – External Audit AGAR fee £252

Cheque No 102737 Chairpersons Allowances - Funeral Flowers from the PC £40

Vice-Chairperson: The Marsh family appreciate the flowers received from the Parish Council.

The following cheques was signed at the parish meeting by Vice-Chairperson Thomas & Cllr Hardie:-

Cheque No 102738 KALC – Clerks CILCA Training £72.00

Cheque No 102739 KALC – Clerks CILCA Training £72.00

Noted. These cheques were handed to KALC in April, but they have mislaid the cheques and have requested for the PC to re-issue the cheques.

Cheque No 102741 J Sandy – Annual Grounds Maintenance £1225.00

Cheque No 102742 Clerk – Stationery £60.49

Resolved. The cheques were signed by Vice-Chairperson Thomas & Cllr Hardie

**Review Quotations for Multi Use Games Area**

Receive quotations from Trevor May, Kompan, & Sovereign.

The estimated S106 contributions payments £30,191 are likely to be received late 2024 or at least 75% occupation at Clock House Green. ABC Pre-application planning advice is only available to large development sites. Funding shortfall of estimated 70K.

Cllr Walpole: Sporting England enquiry, currently there are no major capital funds available. Next release of funding opportunities is February/March 2023. Long-term project time scale. May need to requote adding on 10%, the likely cost in the region of 100K.

Resolved. Cllr Walpole to investigate any other funding opportunities. Clerk to make enquiries with Chilham Sports Club on their MUGA installation and funding. Clerk to enquire with local architects to assist with planning application.

**Review Skate Park Project**

Councillors discussed the continuation of the Skate Park Project. Skate park will need to be relocated due to the proposed MUGA adjacent to the Pavilion. Skate Park funds of £6000 transfer over to the MUGA project.

Cllr Walpole: MUGA benefit more of the community, 5-aside football, netball, basketball & tennis.

**Highways Improvement Plan.**

1. **Faversham Road Footpath Scheme**

Update: Clerk sent an email to Kieran Doble requesting the footpath construction phase 1 to be implemented as soon as possible. Waiting to hear back from Kieran regarding UK Power Networks costs. As agreed at the Parish Meeting on the 21st September, Clerk to email KCC Ward Councillor Charlie Simkins and Leader of Ashford Borough Council Noel Ovenden and ABC Finance Ben Lockwood enquiring if they would approve funds to put to construction costs of unadopted Faversham Road Footpath.

1. **20 MPH Church Lane Campaign**

The Primary School has received an increase in parking and driver behaviour issues. The Primary school would like to campaign for 20 mph limit and speed bumps. Councillors discussed school’s request for 20 mph campaign in Church Lane.

Vice-Chairperson Thomas: Congestion around the school drop off and collection does not indicate vehicles speeding. Speed bumps would not go down well with local residents.

Resolved: Councillors agreed not to pursue the 20 MPH in Church Lane Campaign.

1. **Village Gateway Entrances**

Cllr Walpole: The Parish Council to consider installation of village gateway entrances to improve visibility of the village entrance and improve safety and speed prominence reduction through the village. Estimated £1700 cost per village gateway. Propose entrances installed along the A252 and A251. Pluckley has village gateways installed

Cllr Ramsden, Chairperson Brown: A252 Road Improvements Scheme plans show installation of village gateways.

Vice-Chairperson Thomas: May struggle to install along the A251.

Action: Clerk to make enquiries with Alan Osouha on A252 Improvement Scheme concerning plans for village gateways.

Resolve: In preparation for meeting with KCC Highways for annual review of Challock Highways Improvement Plan, Councillors agreed to have a separate meeting to review the KCC Highways Improvement Plan in conjunction with parishioner consultation.

A252 Road Improvement Scheme

Update: Installation of speed camera signs at the police check layby between Challock & Molash has been installed.

Relevant Legislation. Highways Act 1980, ss.43.50

Community Speed Watch Scheme

Clerk: There is a new PC Enforcement and Engagement Officer Jason Wright for Community Speed watch. Actioning some local enforcement around Challock which was completed on 3-10-23 and 04-10-23.

I am happy to report that your sessions are clearly having an impact as the vast majority of vehicles were adhering to the local speed limit.

I performed speed checks on the A252 Canterbury Road site near the forest entrance (where we met) on both sides and in the village, Westwell Lane, adjacent to Kent PC’s property.

I tried other locations, however these two were the worst I found for speeders.

I can confirm 10 vehicles were stopped, checked, and verbally warned about their speed.

And 3 vehicles were issued with speeding tickets.

Worse speed recorded was 55mph in your 40 limit.

Thank you for what you’re doing, and I look forward to speaking with you soon.

In October the team have recorded 43 vehicles exceeding the speed limit at Westwell junction and Help Hire, Canterbury Road.

Cllr Walpole: Need to publicize in the Forester for volunteers and coordinators and factual information to bring to parishioners’ attention.

Chairperson Brown: Request for more police speed checks on weekends.

Cllr Hardie: Commented on vehicles speeding and overtaking in Buck Street.

Resolved. Clerk to request for more volunteers and coordinators to join the Speed Watch Team. To publish information on Community Speed Watch activities. Request for more police speed checks on weekends.

Relevant Legislation. The Road Safety Act 2006 (c 49)

Planning Applications

Case Reference: PA/2023/1705

Location: Land north west of Great Paddock Farm, Canterbury Road, Challock

Proposal: Construction of a 5-bedroomed subterranean eco house including improvements to existing highway access.

Resolved: Challock Parish Council does not support this application.

The location of site is outside of the village plan. Would not be in keeping ANOB adjacent to Longbeech ancient woodland and is agricultural land. Contradiction to supporting application no hedges or trees, the perimeter of the field backs onto Longbeech Wood and hedges along the A252. No footpath and no bus route. This stretch of the road is 50 mph.

Ratification of Planning Applications

There were no planning applications to ratify.

 Relevant legislation: Town and Country Planning Act 1990.

Funding Opportunities

**EV Charging Points Installation Grant**

ABC: We are continuing to work on the criteria and scope for this activity but would like to provide you with some guidance on steps that can be taken to establish the viability of your chosen installation site.

It is necessary to conduct a site survey on your chosen site before installing an EV charging point.

Resolve: Clerk to arrange for a free survey for EV Charging Points in the village hall car park.

Relevant Legislation: Localism Act 2011, ss.87 -108

The Lees Common

i) **Parking on the Lees track**

Due to complaints received from the Primary School from parishioners concerning parents parking on the Lees grass adjacent to the entrance to the Lees track, Church Lane. Councillors discussed installing bollards at the top entrance to the Lees adjacent to Church Lane. £695 funds remaining for bollards installation.

Resolved: Councillors agreed not to install bollards at the top entrance of the Lees track, £695 funds remaining would not be enough to cover it. The £695 funds would be better put to improving the Lees track.

ii) **Lees Track Resident Consultation**

Clerk is still in the process of obtaining and collating quotations for the Lees tracks.

Resolved: To arrange a resident consultation meeting upon obtaining quotations for the Lees tracks Church Lane and opposite Help Hire.

Notice Board Village Hall Car Park Location

Resolved: Councillors have agreed for the notice board to be placed adjacent to the village hall. Left hand side opposite disabled parking bay.

Village Community Events

**DDAY 80 Commemorative Thursday, 6th June 2024**

Update: Parish Council planned event in commemoration of D-Day 80 years.

The lighting of the bonfire beacons at 9.15 pm and the community/nation undertakes the International Tribute. The reading of the Tribute. Fish & Chips supper/picnic on the recreation ground starting at 8 pm.

Clerk to book the village hall just in case of poor weather. Clerk has booked DH Event Catering to provide fish n chips and alternative menu will be toasties, baguettes, sweet & savoury crepes and barista coffee/beverages. Cricket Club to run a bar and set up bonfire beacon.

It is hoped that funding will be available to have the fish n chips at a reduced rate.

**Summer Fair 2024**

Under Public Participation Councillors received a report from John Burden on interest received for help in organising the Summer Fair.

**11th November 2023 Act of Remembrance Service**

To take place at the memorial on Saturday, 11th November at 10.50 am. Reverend Cathy Sigrist has agreed to do the Act of Remembrance and a parish Councillor to read out the names of the fallen. Parishioners present to lay the wreaths.

Clerk to place notices on the notice boards, Challock PC Facebook, Challock Chatter.

**Challock Cricket Club – Bonfire and Firework Display 28th October 2023**

Challock Cricket Club are organising their annual bonfire and firework display on Saturday, 28th October. Gates open at 6 pm with the fireworks commencing at 7 pm.

There will be a food and drinks available.

Public Participation

John Burden: Summer Fair - Having organised the Summer Fair for the past 3 years, John and Jill Burden have decided to step down as the main organisers, though they will continue to support the Friends of Challock Church. They have received interest from parishioners who are willing to help and support with the next Summer Fair event. People in the village want the Summer Fair to continue. Suggest forming a committee made up of village clubs and organisations steered by representatives from the Parish Council. It is hoped parishioners new to the village would like to get involved.

.Have a blueprint and would be able to pass on what worked. There are 4 main areas that brought in the most funds, the grand raffle, café, barbecue, and main stall holders fees.

Vice-Chairperson Thomas: Beneficial to form a committee with clubs/organisations member and representation from the Parish Council. Encourage parishioners to support local groups and projects.

John Burden: Advance ticket sales of the grand raffle helped with the upfront costs i.e., entertainers. Need approximately 6/7 project leaders to take charge e.g., responsible for car parking, barbeque, café etc.

Chairperson Brown: Take the lead for community involvement, i.e., cake makers.

Cllr Walpole: Parish Council to facilitate a meeting involving clubs and organisations inviting those interested in getting involved. Identify a date and where to hold the summer fair.

Donna Ashby - Challock Sports Social Club : Offer of cricket club pavilion to hold meetings excluding Tuesdays and Fridays.

Resolved: Cllr Walpole to write to clubs and organisations to gather interest in getting involved with helping out and joining the Summer Fair Committee inviting them to a meeting that the Parish Council will facilitate in the New Year.

Parishioner: Suggested The Stag as a site for EV Charging units.

Vice Chair Thomas: The Stag may look to applying for a business grant to install Charging Units.

John Burden: Cathy Silgrist is retiring and last day will be 1st December 2023.

Parishioner: Suggest village gateways should have Welcome to our village and thank you for driving safely through our village signs.

Parishioner: Road Planings are difficult to get hold off. The Parish Council should consult with parishioners if they are considering discontinuing the Skate Park Project. Funds ring-fenced for projects should be read out.

Customers leaving the Stag in the evening are speeding out of the village.

Parishioner: Request for dummy Speed Camera Signs through the village to be discussed with KCC Highways when next Highways Improvement Plan meeting is arranged.

Cllr Ramsden: Announced his retirement after 25 years as Parish Councillor.

Resolved: Cllr Ramsden to formally write to the Parish Council tendering in his resignation.

The Parish Council and Members of the Public thanked Cllr Ramsden for his many years of service as a Parish Councillor.

Relevant Legislation: Local Government Act, s 100.

**Items to be placed on the next Agenda**

Any items to be emailed to: clerk@challockparishcouncil.gov.uk no later than Tuesday, 14th November 2023.

**Next Meeting –** 23rd November 2023

**Future Parish Meeting Dates:**

2024 Parish Meeting Dates to be advised.

**Meeting Closed 21.10 pm.**

**Signed as a true record by: ……………………………Tracy Brown Chairperson Challock Parish Council**

**Dated……………………**