**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 18th July 2024, 7.30 pm

Members of public present:4

Present

Tracy Brown, Michael Fisher, Anthony Aitken, Robert Shallcrass, Max Thomas & Di Sandy (Clerk).

1. Welcome

Clerk welcomed everyone present to the parish meeting

Apologies

Apologies were received from Cllr Hardie & Cllr Walpole

Relevant Legislation: Local Government Act 1972, s 85

2. Disclosure of Pecuniary Interests

No change to Disclosure of Pecuniary Interests

Relevant Legislation: Localism Act 2011, s 31.

3. Minutes of Last Meeting

Minutes of 20th June 2024 meeting were signed by Chairperson Brown as an accurate record.

Proposed by Cllr Fisher and seconded by Cllr Aitken.

All agreed.

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

4. PC Daniel Mills Report

I have recently received training in the use of the speed checking equipment, this will allow me to conduct checks on the roads within the Rural North. My aim is to educate drivers when reasonable and use enforcement powers when necessary. I will also be keeping an eye out for untaxed vehicle on the roads, removing them

from the streets when suitable. If you are aware of any untaxed/Sorn’d vehicles, then please report them to: GOV.UK - Vehicle details (dvla.gov.uk).

In April there were 2 reported incidents involving violence & sexual offences St Cosmas Close & Paddock View area, 1 burglary High Tree Lodge area and 1 criminal damage Woodland View area in Challock.

5. Clerk’s Report

**Highways**

Reported overgrown hedge, Burlington House, Church Lane to KCC Highways.

Reported overgrown hedges by the bus layby adjacent to Dardry House and BT Sub Station.

Reported noise created by dipped/cracked road along the A251 adjacent to Primrose Cottage. Also request for lorry watch to ascertain noise levels.

**The Lees**

Clerk met up with Charlie Burr to go over the areas that have been missed. Charlie Burr has agreed to cut these areas in the coming weeks. The grass cutting schedule for strip of land opposite The Stag is due week commencing 15th July. The next back up is due mid-August.

**Play Park**

The We-hopper has been installed replacing the see-saw equipment.

The grounds man has re-painted the posts on the house/slide.

The grounds man has cleaned the swings and nest swing.

The grounds man has raked the play bark around the swings and nest swing area.

The gate closing spring has broken. Clerk to investigate if the spring can be replaced or a new gate is required.

Clerk has made enquiries to order 10 bulk bags of play bark. Due to replenish the bark towards the end of July or first week in August.

**Telephone Box Defibrillator**

Clerk has carried out check on defibrillator. All in working order. Pads will need replacing soon expire in Octoer 2024.

**Training**

Cllr Brown has attended on-line mastering planning application responses on the 17th July.

Cllr Brown & Clerk attended on-line Advanced Planning Biodiversity Net Gain Training on the 3rd July.

Cllr Brown & Clerk to attend planning training at the Civic Office, Ashford Borough Council on Monday, 22nd July.

6. Correspondence

* Received an email from a parishioner requesting if they can plant some small Foxglove plants in the wildflower areas on The Lees, which have self-seeded in their garden. As they are Biannual, they should flower next year all being well and thereafter self-seed and multiply.

Also, parishioner would be 100% behind any campaign to reduce the speed on the Canterbury Rd. It’s quite terrifying walking along the footpath as they do to The Barn Shop or to Green Lane. Parishioner is really surprised it’s not 30mph as it is a residential area.

* Received an email from Mark Smith King & Johnson Deeds of Dedication - I hope to be in contact with you shortly. We are just waiting to hear from the Land Registry about my client's application to transfer the common areas of the estate to the management company.
* Received an email from ABC briefing document concerning Stodmarsh and the Cabinet has agreed an innovative package of measures designed to satisfy nutrient neutrality rules in the River Stour catchment area, enabling around 1,000 much-needed new homes to be built.

A report setting out how ABC plan to unlock the development of the house building

programme, plus those of subsidiary companies, went to Cabinet with members approving recommendations that will lead to schemes being brought forward. Measures include a land use change. Land is taken out of cultivation and set aside for less intensive uses, which results in less nutrients being released. We have some small landholdings that have been leased for agricultural uses or land that was farmed which is now no longer in production.

We are looking at the land management of council sites to see if there are ways in which

the plan can be amended to enhance nutrient removal or lower the amount of nutrients

We are working on changes to the land management at Conningbrook Lakes to

create small reedbeds and stopping the grazing of the site and turning it to a floodplain

meadow for hay production. This measures will help tackle the algae bloom within the lake and provide mitigation credits.

The Victoria Park project has created a small wetland which will provide some benefit and

once the design of the scheme at Conningbrook is completed, further work will be done to

review our other actively managed land.

Reducing water use is a way of generating mitigation through retrofitting our HRA stock

(5,000+ homes). Retrofitting generates phosphorus credits and provides a number of benefits,

as it lowers the water use of the property and this will reduce the tenants’ bills, protects boilers, pipe joints and valves, so lowering lifecycle costs.

* Received an email from KALC requesting parishioners complete an online survey regarding NHS Kent and Medway who are wanting to improve community health services, which help adults and children get well and stay well, either in their own home or at out-of-hospital settings near their home. Clerk has posted survey request on PC Facebook.
* Received an email from Ashford Borough Council notifying on forthcoming events regarding the new local plan. Wye on the 31st July 2 – 8 pm and Chilham on the 1st August 2 – 8 pm.

Clerk has placed posters on the notice board and PC Facebook page and Challock Chatter. Clerk to place information in the Forester.

* Received an email from a parishioner asking how to get the police to carry out more speed checks along the Paddocks, Canterbury Road. Clerk has informed the parishioner that the police have added this area for future speed checks in response to the PC and parishioners’ request. I advised the parishioner to also request for more speed checks for this area by emailing the community support unit.

**Matters arising from correspondence**

* Resolved. The Parish Council agreed not to give permission for the planting of fox glove on the lees wildflower areas. Fox gloves are not indigenous and are poisonous
* Resolved. To change the parish meeting to 12th September in order to discuss feedback from parishioners concerning the new local plan events occurring in July/August.

7. Finances

The current account balance on 30th June 2024 is £20792.43

1. **Bank Reconciliation for June 2024**

Cllr Brown & Cllr Thomas signed the bank account balances and reconciliations for 30th June 2024.

Reserves (National Savings) Account £8816.65

1. **Qtr. 1 Accounts Reconciliation**

Cllr Brown and Cllr Thomas signed the Qtr 1 Budget Reconciliation

1. **Authorisation of July Payments**

The following cheques were signed by Cllr Thomas & Cllr Aitken

Cheque No 102796 KALC – Clerks Bioversity Training £60

Cheque No 102797 ABC – Forester Printing June & July £426.50

Cheque No 102798 ROSPA Play Safety – Inspection £108.00

Cheque No 102799 HMRC – Clerks Tax £426.80

1. **Accounts for Payment for Information only**

Cheque No 102791 ABC – Forester Printing May £213.25

Cheque No 102792 Kompan Ltd – We Hopper Play Equipment £7,782.96

Cheque No 102793 JD Hall – ER bench repair Cricket Ground £100

Cheque No 102794 Parish Councils Website – Email Accounts £126.66

Cheque No 102795 Clerk – Stationery, Paint for Play park £119.91

1. **VAT Claim**

A claim for VAT for £1772.86 made to HMRC

8. Funding

**8.1 An application made to the Rural Prosperity Fund** for replacement monkey bars equipment for a track slider tower £7852.44. Clerk has sent off additional 2 quotes and insurance documents. The panel meets up on the 23rd July to decide on applications.

**8.2 Application made on behalf of the Village Hall Committee to the Rural Prosperity Fund** for replacement fire doors at the back of the village hall £798.00. The panel meets up on the 23rd July to decide on applications.

**8.3 An application made to ABC to the S106 Contributions** for the new play park equipment track slider £804.76 (Cedar House Farm) and £1312.00 (Challock House)

9. Play Park

**9.1 We Hopper** has been installed replacing the see-saw.

**9.2 ROSPA** Inspection took place on the 13th July. Reporting on 3 medium risks, Rocker Monster – paint work in poor condition repaint spring. Rigid Sliders Monkey significant corrosion – to scale back and repaint. Nest Swing cap missing - need replacing. The rest of the equipment were low risk.

**9.3 Bark Order** – Clerk to order bark replenishment to top up play area. Quoted by Bourne Amenities for 10 bulk bags

10 Hardwood Play Chip at £96.00 / bag + VAT

10 bulk bags Pine Play Area Bark at £109.00 / bag + VAT

Last year’s price was £1140 for 10 Pine Bark this year the price would be £1308 including

VAT. For Hardwood Chippings for 10 bulk bags would be £1152

10. Highway Matters & Highway Improvement Plan

**10.1 Faversham Road Footpath Scheme**

Challock Parish Council £18093.43

Downs West Ward Cllr Larry Krause £1500

Ashford Borough Council £17,500.

ABC are waiting to see contract document between KCC and the Parish council before releasing the funds. KCC has acknowledged receipt of funds from the Parish Council and ABC Ward Councillor Larry Krause. KCC have assured the PC that the works will still be able to go ahead in September.

The works are due to start on the 30th September. The felling of the oak tree to commence on the 29th September 2024.

**10.2 Highways Improvement Plan Meeting with KCC Kieran Doble**

Clerk read out the following report by Cllr Walpole

A positive meeting. Faversham Road Footpath-on schedule. Tree felling 29th September. Footpath to start on the 30th September. Some confusion on invoice and payments, but Kieran is confident, these can be resolved.

Regarding other items, in particular speed reduction to 30mph through village and safe crossing main roads. Kieran highlighted that it would be highly unlikely we would meet criteria to reduce speed to 30mph. There is a specific data collection method, and other projects which are stronger have failed this. Without that speed reduction the only option for a safe crossing is a pelican crossing, as zebra crossings require 30mph. Pelican crossings are a very expensive projects, and again we may not meet the criteria.

Kieran explained that having Village entrance gates is very effective at reducing speed, as drivers make their own decision to reduce speed and recognise, they are entering a residential area., rather than a sign that tells them too. Gates are approx. £1500 each, as we need 4 - he says he could meet from KCC budget for 2. The PC would have to find £3,000. He suggests that they are most effective where the pavements start, and not too far from start of village residential areas, drivers have forgotten to slow down. He says we could arrange for him to visit, and we assess the best, safest and most accessible sites for them.

Kieran advised that any opportunity the PC has in responses to planning permissions for those that would meet the S106 criteria, we should provide specific list in order of what the village needs to support our projects. Suggest we start to make a clear list. It may not be too late to redirect the High … S106 monies...

Relevant Legislation: Highways Act 1980;1997, Local Government and Rating Act, s.30

11. Planning

**11.1 Planning Applications:**

Comments received for the following planning application:-

**11.1.1 PA/2024/1108**

Denham, Buck Street, Challock, Ashford, Kent TN25 4AR

Single storey front and rear extensions, construction of new first floor with dormer windows, gables and Velux windows following demolition of porch, conservatory and part of front of dwelling.

Challock Parish Council supports this application.

**11.1.2 PA/2024/1102**

The Nook, Buck Street, Challock, Ashford, Kent TN25 4AR

Construction of new dwelling and annexe. (part retrospective)

Challock Parish Council supports this application.

**11.1.3 PA/2024/1202**

4 Clevedon Court, Challock, TN25 4BW

Proposed shed to driveway.

Challock Parish Council supports this application.

**11.1.4 PA/2024/1190**

The Barn Great Pested Farm, Pested Lane, Challock, TN25 4BD

2 x Air Source Heat Pumps to the rear of the existing outbuilding

Challock Parish Council supports this application.

1. **Formal Complaint Letter to ABC Lack of consultation re** **PA/2023/0704**

**Land to the South East of High Tree Lodge, Buck Street, Challock** –

Residential development for up to 13 no dwellings with associated: access, layout, landscaping, scale, and appearance

The Parish Council discussed the 1st stage complaint email received from Ashford Borough Council Planning Committee.

See Appendix 1.ABC Response Stage 1 Complaint.

Cllr Fisher. Propose moving to the 2nd stage. Disappointed in ABC response. Lack of collaboration. Bat survey showed no evidence of bats yet parishioners living close by have reported sightings of bats. No transparency.

Cllr Brown. Have the right to visit the site and discuss with the developer/ABC future projects. They need to involve the PC.

Cllr Walpole. Emailed the following comments – I feel we need to accept the feedback, but learn from this experience, and ensure that our voice is heard clearly during the consultation process, in particular to S106 money allocations. local housing needs and road safety.

Resolved. The Parish Council agreed to move to 2nd stage complaint procedure. Clerk to draft response for the Parish Council to approve.

Relevant legislation: Town and Country Planning Act 1990.

12. Multi Use Games Area

S106 monies outstanding £9,578.82 for outdoor sports capital – Clockhouse Farm

S106 monies outstanding £1,973.12 for outdoor sports capital maintenance

Further S106 monies outstanding £30,191.00 Multi Use Games Area – Outdoor sports capital – Old Clockhouse Green

S106 monies outstanding £6,194.00 Multi Use Games Area – Maintenance

Estimated s106 monies for High Tree Lodge £13.450 Maintenance £7360.

Total estimated s106 monies towards MUGA £53,220 leaving a shortfall of £14280 to look for funds. Lottery Sporting England funding to consider applying for £10,000.

Clerk informed the Parish Council there has been modification to the S106 contributions agreement re High Tree Lodge planning application, schedule 10 outdoor sports contribution. The figure has increased to £13,449.93 and £7,359.95 towards the maintenance thereof. This may cover the shortfall of £14,280.

Approved Contractor Sovereign 34.75m x 18.25m £67,750.00 + VAT (includes soil removal off site).

Cllr Aitken met with Sovereign to make changes to the site plan, to bring it back by 10 feet.

We have now received the amended site plan.

Cllr Walpole emailed the following comments - I feel that it is too close to the field boundary. The Parish Council needs to consider the long-term issues of maintenance costs and safety, due to its location. I consider it is too close to existing large trees, issues from roots will make the surface uneven and unsafe, over time. Annually leaf and branch debris will increase maintenance costs. As well as issues with slippery surfaces and health and safety / insurance liability, due to moss growth, caused by the surface standing wet and damp and shaded for long periods of time. The issues are further compounded by its orientation, facing north. The original plan, as discussed at the initial site meeting placed the MUGA at 45 degrees to the corner. Not only would this look better, but it would reduce maintenance and safety issues. I do not support the current location proposal.

Cllr Aitken. The MUGA would be 10 feet away from the boundary fence, tree roots should not affect the surface. Previous plan shows the MUGA at an angle and it was too close to the cricket pavilion garages which would cause access problems.

Resolved. The Parish Council approved the amended MUGA site plan. Clerk to send the plan to BTF.

13. Village Community Events

**13.1 Ritz Senior Afternoon Tea Sunday, 28th July 2024**

Angela Pierce has organised a Ritzy afternoon tea for senior parishioners. Funds raised

through Angela’s boot fair stalls.

**13.2 Flower Festival 24th,25th & 26th August 2024**

Challock Church Committee event organised by Linda Wooltorten.

**13.3 Summer Fair 14th September 2024**

Village community groups are organising this event. Parish Council are helping out on the raffle stall. Cllr Brown is supplying a lorry.

Cllr Brown. Summer Fair Committee to consider a proportion of funds raised be considered for the MUGA project.

Cllr Aitken. The Parish Council would need to write in their request to the Summer Fair Committee.

**13.4 VE Commemorative Event Thursday, 8th May 2025**

Challock Parish Council to organise this event.

Relevant Legislation: Local Government Act 1972.

14. Public Participation

There were no comments received from parishioners in attendance.

Relevant Legislation: Local Government Act, s 100.

**The meeting closed at 8.15 pm.**

Parish Council Meeting Dates for 2024

Resolved. To change the parish meeting in September to Thursday, 12th September 2024.

Thursday, 12th September 2024

**Future Parish Meeting Dates:**

Items to be placed on the next Agenda

Any items to be emailed to: clerk@challockparishcouncil.gov.uk no later than Tuesday, 3rd September 2024.

Future Parish Meeting Dates:

Thursday, 17th October

Thursday, 21st November

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

**Dated……………………**

Appendix 1.

Stage 1 complaint 11613 - Council Response

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| |  | | --- | | **complaints@ashford.gov.uk** | |  |  |  |
|  | | |

Our Ref: 11613  
Your Ref:  
Date: 5th July 2024  
  
Dear Mrs Dianne Sandy (Parish Clerk, Challock Parish Council).  
  
I refer to your complaint addressed to Cllr Blanford (former Chair of the Planning Committee) received on 21st June. Please treat this as a Stage 1 response.  
  
Your complaint relates to the lack of consultation with the Parish Council and consideration of the needs of the Parish when handling of application PA/2023/0704 (Residential development for up to 13 no dwellings with associated; access, layout, landscaping, scale and appearance at Land to the South East of High Tree Lodge, Buck Street, Challock) and I summarise the content of the complaint as follows and respond to each point in italics below:  
  
  
1 Challock Parish Council (CPC) are disappointed that the application PA/2023/0704 being decided at the pre-planning committee stage. The Parish Council was unaware that the majority of applications are decided under delegated powers and that a reasonable number of objections is not sufficient reason to require determination by the Committee.  
CPC had set aside funds for a planning consultant to represent your objections and challenge the HOU5 and AONB policies to the development at the Planning Committee. We received no notification that the planning application was not going to the planning committee.  
  
The relevant files including the officer report (2023/0704) can be found using the following link:  
Register View ([site.com](http://site.com/))  
The application was determined in accordance with the Council’s scheme of delegation; the application report was circulated to all members of the committee but was not referred to committee. (see introduction to the officer report). If applications are referred to committee relevant bodies will be notified. However, for those applications (approx. 90% of all applications) which are determined under delegated powers third parties are not notified as this is the default process.  
  
  
2 The Parish Council is concerned that PA/2023/0704 may have been broken down in phases, with the development for 13 properties approved for the centre of the land, leaving the perimeter and High Tree Lodge property open for further development.  
  
There is no indication that this would be the intention of the landowners and it is difficult to prove otherwise. However, if this had been part of an allocated housing site and an application was submitted for only part (below the affordable housing threshold) then it would have been a legitimate question to ask and challenge the applicant’s position.  
  
  
3. CPC is disappointed that it was not consulted on the S106 contributions as previously with the planning application 18/00321/AS Old Clockhouse Green.  
You state that the Clockhouse Green development phase 1 & 2 have allocated S106 contributions for new play park equipment, an extension to the playpark, a hard surface and seating for our open space, the Lees Common and contributions for the installation of a multi-use games area. Under the planning application PA/2023/0704 there is no provision for S106 contributions for any of our projects in the village.  
  
CPC was consulted on the application PA/2023/0704 and raised a number of objections which are set out in the officer report attached but did not raise issues about Multi Use Play Areas and other projects which require funding. Similarly, no other consultee raised this issue during the consultation process (see the officer report).  
  
Notwithstanding this, planning obligations (s106) related to new development proposals is strictly controlled. Regulation 122 of the Community Infrastructure Regulations 2010 and Para 57 of the National Planning Policy Framework (2023) states that a planning obligation may only constitute a reason for granting planning permission for a development if the obligation is: (a)necessary to make the development acceptable in planning terms, (b)directly related to the development; and (c)fairly and reasonably related in scale and kind to the development.  
  
The officer’s report (PA/2023/0704) with regards to contributions states:  
  
“As this proposal is for 10 or more dwellings the development would trigger a requirement to provide 40% affordable housing split into the tenure mix set out in the previous section of the report. Policies COM1 and COM2 of the Local Plan 2030 and the Council’s Public Green Spaces and Water Environment SPD provide clear policy support for seeking financial contributions towards infrastructure and facilities required to meet the needs generated by development. KCC’s Infrastructure team have stipulated the contribution amounts, and these will be delivered through a S.106 legal agreement as part of any approval and are set out within Table 1. I have assessed them against Regulation 122 and for the reasons given consider they are all necessary to make the development acceptable in planning terms, are directly related to the development and are fairly and reasonably related in scale and kind to the development.”  
  
Table 1 is contained at the bottom of the officer report.  
  
18/00321/AS - The provision of 19 no. new dwellings, Phase 2 Old Clockhouse Green, Canterbury Road, Challock. CPC objected to the scheme. The proposal related to a site allocation in the Ashford LP (S54) The related planning obligation required affordable housing, KCC education, library services, footpath improvement, improved MUGA, recreational ground and seating at The Lees. The officer report explains the need for these payments.  
  
  
4. CPC would be interested to know if there has been a change in the Council's constitution with regards to engaging with the parish council/community.  
  
Council’s constitution has not changed. It has however, adopted a revised Statement of Community Involvement (2023) please see below a link to the relevant web page for your information.  
  
Details about publication consultation events held by the planning policy team, along with the statement of community involvement. ([ashford.gov.uk](http://ashford.gov.uk/))  
  
  
5. CPC also note under PA/2023/0704 there is no requirement for any affordable housing, and we assume that the developer provided evidence regarding viability to support any lack of provision.  
  
PA/2023/2240 requires 5 Affordable houses (3 affordable rented units and 2 shared ownership units) of which 3 shall be provided as Accessible and Adaptable Dwellings, which can be suitable for older people.  
  
  
In conclusion whilst the 2023/0704 case officer is not available (maternity leave) I have looked at the relevant case files. I note whilst the issue of local improvements for a MUGA and other facilities was raised and discussed in the 18/00321 application it is not clear why these issues were not raised by third parties or consultees during the 2023 application despite a full consultation. However, I am satisfied that the 2023 the application was determined in accordance with the Council’s delegation scheme and provided affordable housing and other financial contributions in accordance with the CIL Regulations.  
  
I trust this information is of help to you.  
  
Upon investigation of your complaint, I hope this answers your concerns.  
This reply is the formal response to the first stage of a complaint. If you remain dissatisfied after receiving this, please address any further complaint to Simon Cole who, as the Assistant Director - Planning and Development, will investigate the matter further and respond to you within 20 working days. If you still remain dissatisfied with the Council’s handling of this matter you may then contact the Local Government Ombudsman, PO Box 4771, Coventry, CV4 0EH (Tel. 0300 061 0614 - advice line or visit their internet site at [www.lgo.org.uk](http://www.lgo.org.uk/)).  
  
Yours sincerely  
  
Tim Hickling  
Planning Applications & Building Control Manager