**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 20th June 2024, 7.30 pm

Members of public present:0

Present

Tracy Brown, Michael Fisher, Duncan Hardie, Anthony Aitken, Max Thomas, Jayne Walpole & Di Sandy (Clerk).

Welcome

Clerk welcomed everyone present to the parish meeting

Apologies

Apologies were received from Cllr Shallcrass

Relevant Legislation: Local Government Act 1972, s 85

Disclosure of Pecuniary Interests

No change to Disclosure of Pecuniary Interests

Relevant Legislation: Localism Act 2011, s 31.

Minutes of Last Meeting

Minutes of 16th May 2024 meeting were signed by Chairperson Brown as an accurate record.

Proposed by Vice Chair Thomas and seconded by Councillor Aitken.

All agreed.

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

PC Daniel Mills Report

Keen to engage with local communities and tackle local issues, I will use My Community Voice as a platform to communicate with you and also send out notifications of surgeries and meetings.

We have been receiving reports from residents of persons driving in a careless and sometimes dangerous manner within the areas from Charing, Challock and out to Chilham. As a result, special constable colleagues have attended the location on the 24th of May 2024 and conducted speed checks resulting in 1 person being reported for a traffic offence and six other persons stopped and given suitable words of advice. These areas are now marked for future speed checks.

Local officers and our special constable colleagues will continue to target those who seek to drive in an inconsiderate and unsafe manner, helping keep the roads of Kent safer.

In April there were 2 reported incidents involving violence & sexual offences, 1 burglary and 1 criminal damage in Challock area.

Clerk’s Report

 **Highways**

Reported hanging tree branch on Canterbury Road, near to Pony Park.

Grounds man has mowed Faversham Road grass verge adjacent to Paddock View on 2 occasions.

**ABC Waste Collection Service**

The clerk on behalf of the Parish Council lodged a complaint to Ashford Borough Council concerning complaints received by parishioners of the waste collection service.

**The Lees**

Grounds man mowed a section at the Memorial site for D-Day 80 event.

Burr Landscaping has carried out second back up of the Lees and area by The Stag.

Grounds man has strimmed the Lees Woodland Walk.

**Cricket Ground**

The grounds man has strimmed around the entrances to the cricket ground and around the litter bin.

**Play Park**

The grounds man has strimmed weeds around the play park area.

**Training**

Cllr Brown to attend on-line mastering planning application responses on the 17th July.

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

Cllr Brown & Clerk have requested preferred date for in person at Ashford Borough Council offices for Planning Training run by Simon Cole on 22nd July.

Correspondence

* Email received from ABC - We are now almost two months into the new waste and recycling service, and while we did anticipate some issues due to the scale of the changes, it is fair to say, that in some areas, the levels of service are not quite where we expected them to be at this point.
* At the beginning of this week, we met with senior representatives from SUEZ to discuss
* progress on the contract, and highlight some of the operational issues that our residents are
* experiencing. There are a number of changes being made, which we hope will bring an
* improvement to the situation over the coming weeks.
* Received a complaint from a parishioner concerning the works being carried out at Eastbury and the damage to the Lees. A Portaloo being stationed on the strip of lees adjacent to Eastbury.
* Received a complaint from a parishioner concerning the waste collection service – there has been no bin collection for the past 3 weeks, the bins are piling up and is causing a health and safety concern.
* Received a complaint from a parishioner concerning the grass cutting at the Memorial and the Lees backup.
* Received an email from KCC regarding the HSF (Household Support Fund) Round 4 has now ended, and the Government has announced in the last budget, a further six-month extension to the HSF, meaning HSF Round 5 will run from April until October 2024.
* The next scheme will be delivered by KCC from June to September and will offer an online public application route that enables individual self-referral, or professional referrals on behalf of individuals, to be made. Food and Energy Support Scheme will offer energy and/or food support, with applicants able to choose between energy, food, or a 60/40 combination of both energy and food support.
* The scheme will open for online applications from 12pm Tuesday 11 June 2024.
* The scheme will close on 12pm Wed 4 September 2024 but may close earlier if all the available HSF funds are allocated, therefore early application is advised.
* Received a complaint from a parishioner concerning parking on the Lees. Recently there has been an increase in parking on the Lees by parents dropping off and/or collecting their children from school. The complaint was addressed to the headteacher, and the parish council copied in.
* Received a complaint from a parishioner concerning speeding traffic and noise nuisance coming from the Stag.
* Received an email from a parishioner thanking the Parish Council for assisting with the Waste Collection Service complaint.
* Received 3 emails from parishioners from Molash of their concerns of excessive speeding through their village.
* Received an email from a parishioner commenting on their concerns of excessive speeding through our village.

**Matters arising from correspondence**

* The Parish Council have been assured by the owner of Eastbury that the works are near completion. The Portaloo has been collected. Repairs to the Lees grass has been carried out and orange fencing has been put up temporary to allow the grass to grow.
* KCC have informed the Parish Council that they had staffing issues at the beginning of the season but have caught up with schedule. They have cut the area by the Memorial on 2 occasions. Burr Landscaping has now done a second back-up but unfortunately has missed some areas. Clerk has taken photos of the areas and sent them to Charlie Burr. Clerk is meeting Charlie Burr to discuss the missed areas. Cllr Aitken commented the same contractors that cut the memorial haven’t cut the grass areas at St Comas and Kiln Close.
* Clerk has put in a request to Kent Police to carry out more speed checks between Challock and Molash. Sign posted parishioner to Ashford Borough Council website to make an online complaint re noise nuisance. Cllr Thomas commented that the speeding traffic is not coming from the Stag. Cllr Walpole agreed. There are good public relations with the Stag. Cllr Brown commented that large tractor vehicles seem to be going flat out through the village
* Excessive Speeding Concerns – Clerk has forwarded on the emails from parishioners from Molash onto Molash Parish Council
* The Parish Council has responded to parishioner concerning excessive speeding and encourages them to report dangerous driving and driver behaviour to the police.

 Representative Reports

i) KALC Ashford Committee Meeting 29th May 2024

Cllr Walpole highlighted two key items:

**Local Plan Update** – Local Plan and Policy Task Group informed that ABC will be holding 8 ‘in person’ community events and 2 virtual events throughout July and August 2024. Locations nearest to Challock are in Charing, Chilham & Wye. The drop-in sessions will be open to all members of the community and there will be extensive communication to advertise the events to generate interest. The purpose of the events is to provide residents with more information about the new local plan and for communities to tell ABC what they think, ask questions and leave feedback. In addition, there will be an opportunity for communities to view all of the sites submitted through the ’Call for Sites’ exercise undertaken in the Autumn 2023. A formal consultation will take place next year and it is anticipated that the new Local Plan will be adopted early 2026. Officers will be willing to attend Parish Council meetings if required.

Clerk circulated a map of Challock and location of the 7 sites.

**Community Resilience Planning** – To have a plan in place. Clerk informed the Parish Council a draft plan had been made during Covid but requires updating. Cllr Walpole. The importance of Community Resilience Planning can undertake the following benefits:-

Self-resilient residents in the community. Able to help themselves.

Helps the parish look at the needs of the community and how best to address them.

Enables the community to react if an emergency should happen, i.e. power outage, lack of water, severe weather and should the emergency services or local authorities be delayed or overwhelmed.

Knowing the community and any expertise there may be i.e. local tree surgeons. 4

Resolved. To review and update plan at either July’s or September’s parish meeting.

Finances

The current account balance on 31st May 2024 is £40,097.08

1. **Bank Reconciliation for May 2024**

Cllr Brown & Cllr Thomas signed the bank account balances and reconciliations for 31st May 2024.

Reserves (National Savings) Account £8816.65

1. **June Payments**

The following cheques were signed by Cllr Walpole & Cllr Hardie

Chq No 102785 Clerk Salary Adjustment £90.26

Chq No 102786 Clerk DDAY Pin Badges £45.65

Chq No 102787 Burr Landscaping £736.00

Chq No 102788 Grounds man Groundworks & Lees Woodland Walk £172.15

Chq No 102789 Clerk DDAY Event DH Catering Discount Fish & Chips £78.00

1. **Notice of Public Rights and Publications of Annual Governance & Accountability Return**

Th AGAR and Notice of Public Rights was published on Sunday, 2nd June 2024 and the audit documents were sent to the external auditor, Mazars LLP on 30th May 2024.

Funding

1. An application made to the Rural Prosperity Fund for replacement monkey bars equipment for a track slider tower £7852.44.
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.
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)

Play Park

1. We Hopper Installation to take place week ending 28th June. The area will be sectioned off by Heras fencing for approximately 5 days to allow the cement to set. ROSPA Inspection to take place during July. The clerk has requested for the play park inspection to take place after 8th July.

10. Highway Matters & Highway Improvement Plan

Highway Matters & Highway Improvement Plan

1. **Faversham Road Footpath Scheme**

Challock Parish Council £18093.43

Downs West Ward Cllr Larry Krause £1500

Ashford Borough Council £17,500.

ABC acknowledged receipt of grant agreement. ABC are waiting to see contract document between KCC and the Parish council before releasing the funds. Clerk has chased this up along with Cllr Larry Krause ward member’s grant. The Parish Council’s funds are all ready to be paid.

Resolved. Parish Council to pay KCC proportion of the costs. The following cheque was raised and signed by Cllr Brown & Cllr Thomas.

Cheque No 102790 KCC Footpath Project £18093.43.

1. **Highways Improvement Plan**

Received proposed meeting dates from KCC Kieran Doble.

Resolved. Cllr Aitken & Clerk to attend 5th July 2024.

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

11. Planning

1. **Planning Applications:**

Comments received for the following planning application:-

 **PA/2024/1107 Hillside, Blind Lane, Challock, TN25 4AU**

One and a half storey side and rear extension. Conversion of roof space

Challock Parish Council supports this application.

1. **Street Name High Tree Lodge.**

Received comments request for the naming of street name at High Tree Lodge development. The name proposed was Paddock View.

Councillors objected to the proposed name as there is already a private road named Paddock View.

The Parish Council received a new proposal for the street name Landau Drive.

Councillors emailed their comments approving the new name.

Resolved. The Parish Council approved the street name Landau Drive.

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

Resolved. The Parish Council approved the complaint letter to ABC.

Relevant legislation: Town and Country Planning Act 1990.

12. New Waste & Recycling Service

Parish Council lodged a complaint to Ashford Borough Council concerning complaints received by parishioners of the waste collection service. The Parish Council received a response from Claire Pitts, Ashford Borough Council stating upon investigation of your complaint please accept my apologies for the disruption to the waste collection services experienced in Challock.

We have been experiencing difficulties caused by the re-routing that took place along with the start of the new contract. We feel that these have now been resolved and that the waste collection service will return to one that is reliable and consistent. While we cannot mitigate about delays caused by external factors, such as issues at the Waste Transfer Station, access issues and vehicle issues, residents should now receive their collection on the scheduled days

Resolved. No further action.

13. 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).

Received amended plans from Sovereign. Cllr Aitken concerned the location is too far forward and there is room for adjustment. To bring it back by 10 feet.

Resolved. To arrange a second meeting with Sovereign to clarify location of the MUGA.

14. Village Community Events

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

The Parish Council would like to thank parishioners for attending the DDAY 80 event. At the Proclamation in the morning and at the Tribute and the lighting of the bonfire beacon. Considering the poor weather the turnout was good.

The Parish Council would like to thank Tony Aitken and the Cricket Club for helping out at the DDAY event. Setting up the refreshment tent, putting up the flag and bunting. For building and lighting the bonfire beacon. Serving refreshments. The Parish Council would like to thank Amy Kempton for providing back ground 1940’s music.

The Parish Council would like to thank the Village Hall Committee for the use of the village hall free of charge, as their contribution to the DDAY event.

Thanking Councillor Thomas for reading the Proclamation and the tribute.

DDAY pin badges were presented to David Innes, Fred Hams, Derek Wilkins, Barry Macey, John Harvey, Peter Franklin-Bourne, Max Thomas, Mic Fisher, Ann-Marie Sladden and Sara Mitchell. All who have a connection to the armed forces.

ii) VE 80 Commemorative Event 8th May 2025

Date for next year’s diary.

Relevant Legislation: Local Government Act 1972.

Public Participation

No members of the public were present.

Relevant Legislation: Local Government Act, s 100.

**The meeting closed at 8.35 pm.**

Parish Council Meeting Dates for 2024

Thursday, 18th July 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, 10th September 2024.

Future Parish Meeting Dates:

Thursday, 19th September

Thursday, 17th October

Thursday, 21st November

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

**Dated……………………**