**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 12th September 2024, 7.40 pm

Members of public present:0

Present

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

1. Welcome

Chairperson welcomed everyone present to the parish meeting

Apologies

Apologies were received from Cllr Lathwell-Fisher & ABC Ward Cllr Larry Krause

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 18th 2024 meeting were signed by Chairperson Brown as an accurate record.

Proposed by Cllr Thomas and seconded by Cllr Aitken.

All agreed.

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

4. PC Daniel Mills Report

There are no new reported incidents in Challock for June. There was a reported incident at the Gliding Club of hare coursing. An injured lurcher was found by the Gliding Club staff who took it to the vet but because of its injuries could not be saved. Additional attention is being paid to the location to identify offenders and deter future offences.

5. Clerk’s Report

Highways

Reported overgrown vegetation along Buck Street

Reported multiple potholes in Church Lane.

Grounds man has strimmed back overgrown vegetation adjacent to Church End, Church Lane.

Grounds man has strimmed back overgrown vegetation along Church Lane footpath leading towards the school.

Grounds man has strimmed back overgrown vegetation footpath adjacent to the Old Vicarage, Canterbury

Road.

Grounds ma has removed overhanging tree branch along the footpath near to Help Hire.

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

Made an enquiry to KCC Highways concerning the outstanding road works along Canterbury Road. They haven’t returned to seal the road surface dressing. KCC have acknowledge receipt of enquiry and will reply by the 11th September.

Public Rights of Way

Re- reported loose glass along the footpath adjacent to the Beeches and overgrown vegetation.

The Lees

The grounds man strimmed back overgrown vegetation along the footpath adjacent to Little Barn.

Charlie Burr has completed the backup of the Lees and the grass verge adjacent to The Stag on Friday, 23rd August.

Play Park

Grounds man has strimmed over hanging brambles in the play park. Repaired the loose fittings on swing.

Strimmed around the litter bin on the cricket ground.

Queens Silver Jubilee Bench – Cricket Ground

The bench on the cricket ground has been repaired by .

Training

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

6. Correspondence

* Received an email from a parishioner enquiry about planning advice, interested in gaining planning permission to build a dwelling on a parcel of land. Emailed parishioner given details of the planning process and the Parish Council’s role in commenting on planning applications. Invited parishioner to attend one of our parish meetings. Also informed parishioner of Ashford Borough Council’s pre planning advice service.
* Received an email from Kent County Council who has launched a county-wide consultation on its new draft Local Transport Plan. The Local Transport Plan is a statutory plan which is designed to set out the Council’s ambition and proposals for major changes to the transport networks and to help the Council make the case for future funding for delivering improvements.
* Parishioners can take part in the LTP5 consultation at www.kent.gov.uk/ltp5 and find a list of locations where the project team will be hosting drop-in events of the proposals for the relevant district of Kent and can take questions and help attendees with providing responses to the consultation. Consultation closes 8th October 2024. Clerk has placed poster on the notice boards.
* Received an email from a parishioner concerning Green Lane closures and impacting residents with their bin collections getting missed. The clerk has responded - the last notification we received for green Lane Road closure was for the 12th July. We haven't t received any since. The road gets closed so often they seem to have a job keeping us updated.
* We have complained in the past about not keeping us informed of local road closures. There has been some improvement except green Lane gets missed at times. Advised parishioner they can check the one. Network. Clerk to make further enquiries with KCC.
* Received an email from HedgehogsRUs requesting the Parish Council consider purchasing Hedgehog Road Warning Signs for your neighbourhood? With prices starting from just £26.99, its extremely affordable to alert your residents and visitors that there are Hedgehogs in the area! Signage reduces motoring speeds and increases awareness which is paramount in the battle to save our spiky visitors.
* Received an email from William McKay regarding parish precepts 2025/26. The tax base will be agreed at the Cabinet meeting of 14 November 2024 and then circulated in the usual manner; we would then ask that parishes confirm the 2025/26 precept requirements by 17 January 2025.
* Received an email from a parishioner of their concerns of the recent tree felling at Carpet Wood. Clerk has made enquiries to the Forestry Commission who confirmed that a tree felling license was approved in November 2021 and expires on the 2nd November 2026. There are no TPO’s.
* Received an email from a parishioner regarding a bench located on a hill opposite Challock Church on the Eastwell Estate. It has since been removed and the parishioner wanted to know why it has been removed
* Received an email from a parishioner requesting if the parish council can place a notice on a car who is repeatedly parking on the Lees car park. The car is parked there all day during the week.
* Received an email from a parishioner concerning a dispute with Ashford Borough Council refusing to allow them to park their car in the front garden/drive. Has reached Local Government Ombudsman stage and parishioner requests the Parish Council support.
* Received an email from Girlings Solicitors requesting two of the parish councillors to sign Deed of Easement concerning Hilgay, Canterbury Road. Clerk is querying the deed of easement sent through has it has different names printed.
* Received an email from ABC - The next round of Capital and Community Amenity Grants are open for applications; deadline for submission 30th September 2024.
* Received an email from ABC - the latest mini campaign that the Kent Resilience Team has developed with the Kent Association of Local Councils (KALC) which encourages parish and town councils to share simple preparedness messages with their communities.
* A simple ‘5-steps’ information flyer and poster (print and online versions) have been created and we are asking parish and town councils to display and share via their comms networks to coincide with September’s National Preparedness Month. Clerk to place on notice boards.
* Received an email from ABC - the Parish Forum taking place on 15th October at The Singleton Environment Centre, 9 am to 3 pm. To notify of councillor representative to attend. Any councillor who would like to attend to let the clerk know by the 25th September.

**Matters arising from correspondence**

* Resolved. Hedgehog road warning signs. Clerk to make enquiries regarding permission to display hedgehog road warning signs with KCC Highways.
* Resolved. The Lees car park issue. The Parish Council agreed not to place a notice on the car parking at the Lees car park.
* Resolved. St Cosmos Close car parking issue. The Parish Council agreed the parking dispute in St Cosmos Close with ABC is a civil matter and is being dealt with via the Government Ombudsman.

7. Finances

The current account balance on 31st August 2024 is £16551.57

Received £5000 from Levelling Up Fund (Prosperity Fund) for track slider.

1. **Bank Reconciliation for July & August 2024**

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

Reserves (National Savings) Account £8816.65

1. **Completion of Audited Accounts**

Received notification from Mazars External Auditor of review of the Annual Governance & Accountability Return has been concluded with no concerns.

Clerk prepared a Notice of Conclusion of audit and details of the rights for inspection and displayed on the notice boards along with the certified AGAR (Sections 1,2 & 3).

1. **Authorization of September Payments**

The following cheques were signed by Cllr Walpole & Cllr Thomas

Cheque No 102801 Grounds man – groundworks £190.29

Cheque No 102802 Burr Landscaping Ltd – Lees back up & land opposite the Stag £736

Cheque No 102803 Challock Village Hall – Planning Feedback Event £36

Cheque No 102804 Clerk – Stationery Ink £65.90

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

Cheque No 102800 Grounds man – Ground works £167.17

7. Representative Report

**7.1 KALC Meeting**

Councillor Walpole ran through the Area Committee Meeting Minutes held on the 31st July 2024.

ABC New Local Plan – Importance for parishioners and parish councils feedback to ABC their views on the new local plan. The Parish Council to officially thank Councillor Linda Harman for attending the ABC New Local Plan Feedback Event at our village hall on Tuesday, 10th September. Infrastructure is a major part of the feedback form.

Kent Code - ABC has signed up to the LGA ‘Debate Not Hate’ campaign which aims to raise public awareness of the role of Councillors in their communities, encourage healthy debate and improve the responses and support for Councillors facing abuse and intimidation. It suggested that Parish Councils should also sign up for this campaign.

KALC Area Committee Meeting 25th September 2024 – Councillor Walpole unable to attend the next KALC meeting and requested if any parish councillor would be able to attend.

8. Funding

1. Play Park - An application made to the Rural Prosperity Fund for replacement monkey bars equipment for a track slider tower £7852.44. We have received notification that we have been successful in receiving funding for £5000 towards the track slider tower.
2. Village Hall - 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. We have received notification that the Village Hall Committee have been successful in receiving funding for £400 towards the replacement fire doors.
3. S106 Contributions - 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). We have received notification that the S106 contributions have been approved

9. Play Park

1. Track Slider Towner installation TBA. Awaiting to apply for further funding through the S106s towards the end of this year.

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 have raised a purchase order for their funds to be paid direct to KCC.

Awaiting to hear back from Catherine Stephenson on completion of King & Johnson Deeds of Dedication. Mark Smith (King & Johnson) has responded that the Land Registry requisition about the TP1 plan to the management company will be resolved shortly.

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

ii) Highways Improvement Plan

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

Received updated HIP from Kieran Doble. Councillors to comment on the HIP and if they have any questions. .

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/2024/1474**

**Cedar House Farm, Canterbury Road, Challock, Ashford, TN25 4DL**

Replacement dwelling along with associated facilities

Challock Parish Council supports this application. The same footprint, improvements in keeping with the area, characteristics of typical housing in Challock.

**11.1.2 PA/2024/1409**

**The Firs, Green Lane, Challock, TN25 4DN**

Proposed double wooden garage.

Challock Parish Council supports this application. We have no objections.

**11.1.3 PA/2024/1603**

**High Snoad Wood, Challock, TN25 4DQ**

Ground floor front porch

Challock Parish Council supports this application. We have no objections.

**11.1.4 PA/2024/0936**

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

Change of use of land for the siting of 2 heat source pumps

Challock Parish Council supports this application. We have no objections.

**11.2 Planning Applications to be Ratified**

**PA/2024/1409**

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

Variation of conditions 2 (external materials) & 3 (approved plans) of planning permission 21/01347/AS to allow for a smaller sauna and change to the design of the raised timber desk.

Challock Parish Council supports this application. Perhaps additional caveat the large, lowered cabin sauna remains a sauna in future.

**11.3 Stage 2** **Formal Complaint Letter to ABC Lack of consultation re** **PA/2023/0704**

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

The Parish Council are awaiting to hear back from ABC Simon Cole regarding the 2nd stage complaint letter sent.

**11.4 Local Plan Feedback Event**

Councillors discussed Ashford Borough Council New Local Plan Feedback Form.

Call for sites located along the A252 and A251. Road safety concerns, access to the village and services in the village were discussed. The importance of protecting Natural England (AONB), open spaces and ancient woodlands ‘Kings Wood’, ‘Carpet Wood’ & Brushdane Wood’ etc. Infrastructure was discussed concerning water, electricity and broadband. The Parish Council would not oppose the call for sites, Green Lane and Old Orchards site.

Clerk to complete feedback form for councillors to approve by email before sending to ABC by the 16th September 2024. To be ratified at the next parish meeting.

Relevant legislation: Town and Country Planning Act 1990.

12. Multi Use Games Area

i) Planning Consultant Update

Approved MUGA plan has been sent to Alex Young at BFT. Received a quotation on Biodiversity Net Gain £900. Awaiting a further quotation.

ii) Cricket Ground Lease

Cllr Aitken – Heads up to changes to the lease incorporating the new MUGA are to be made once planning permission has been granted. To detail responsibilities concerning the MUGA facility. Cllr Aitken recommends updating the trustees on the lease as well.

13. Village Community Events

**13.1 Summer Fair 14th September 2024**

Village community groups are organizing this event. Cllr Walpole – Short of volunteers to help out on the day. The Ashford Mayor and Amanda Cottrell to open the Fair.

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

Challock Parish Council to organize this event.

On Thursday 8th May 2025 we are encouraging the lighting of Beacons and Lamp Lights of Peace at 9.30pm, the raising of a unique VE Day flag at 9am and, where possible, holding parties of celebration throughout the day in the streets, gardens at home, churches, villages, town halls, pubs, clubs etc.

Resolved. To have a children’s tea party early part of the evening on Friday, 9th May approximately 6 pm and to book a band i.e. Daisy Chains for later on in the evening. To carry out the lighting of the beacon, raising of a special flag on Thursday, 8th May 2025.

Clerk to place a notice in the forester asking parishioners for ideas to celebrate VE day.

Relevant Legislation: Local Government Act 1972.

14. Public Participation

None.

Relevant Legislation: Local Government Act, s 100.

**The meeting closed at 9.30 pm.**

Parish Council Meeting Dates for 2024

Thursday, 17th October 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, 8th October 2024.

Future Parish Meeting Dates:

Thursday, 21st November

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

**Dated……………………**