**Challock Parish Council Meeting Minutes**

Audrey Allen Room, Memorial Hall

Thursday, 12th June 2025, 7.33 pm

Members of public present:1

Present

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

1. Welcome & Apologies

Clerk welcomed everyone present to the parish meeting

There were no apologies received.

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

JW. Parish Forum be removed from Representatives Table.

MT. To include Highways to the Representatives Table.

Minutes of 22nd May 2025 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).

4. PC Tim Moody Report

Drop in Surgery at Challock on Friday, 23rd May Update. Speed checks were conducted on the A252 at Challock. Several motorists received verbal warnings, and following discussion with the Parish Council, further enforcement operations are planned. Speeding through rural villages is a concern of residents across the Ashford District, however enforcement can only be carried out in locations that allow officers to safely stop and deal with motorists.

There were 3 reported crimes in March in Challock 1 x violence & sexual violence White Hill, 1 x anti-social behaviour, Green Lane and 1 other theft, Kiln Close.

5. Clerk’s Report

Highways

Grounds man has cleared overgrown vegetation along the footway near to Help Hire.

The Lees

Grounds man has cleared the overgrown vegetation at the Lees Woodland Walk.

Bus Shelter

Grounds man has removed the broken glass.

Play Park

Clerk has ordered 16 bulk bags of play bark from Bourne Amenity at £88.00 excluding VAT £1408.00. Play Bark to be installed on Tuesday, 17th June.

Play Park Inspection due to take place in July.

Training

Due to attend final online AI session on the 18th June. AI will be able to assist the Clerk with minutes.

6. Correspondence

* Email. Clarendon Homes - We’re reaching out today to ask if there are any upcoming sponsorship or donation opportunities that we could support. As a local developer, we want to give back to the communities we work in.
* Email. Parishioner – Notifying the PC of a smashed glass at the bus shelter adjacent to the Stag.
* Email. Parishioner – Concerns of a car parked in Church Lane.
* Email. Parishioner – Enquiry on ownership of the cricket field. Son is interested in purchasing a house at the new development The Paddocks.
* Email. Walking Group – Requesting permission to use the village hall car park on the 29th November 2025. As with other village halls we’ve worked with, we’re very happy to offer a £1 per car donation to contribute to your upkeep and support the hall. The number of cars would depend on the bookings and we would ensure everything is left respectfully and tidily.

**Matters arising from correspondence**

* Cllr Walpole has made contact with Clarendon Homes re Summer Fair sponsorship/donation.
* Clerk to order replacement glass and obtain quotes.
* PC Moody has made enquiries into the parked car. The car is currently tax and insured.
* Clerk has replied to parishioner regarding the ownership of the recreation ground.
* Clerk has forwarded the Walking Group email onto the Village Hall Committee. Cllr Aitken. The village hall has replied to the Walking Group. Due to an event booked in the village hall has declined permission.

7. Representative Report

7.1 KALC Area Committee Meeting 28th May 2025

JW. At the meeting Officers and Representatives were elected. During Parish Meetings if faced with protesters and they refuse to leave and feeling threatened to contact the police using a code word.

Police should be attended parish meetings every 3 months. KALC to follow this up.

The Local Plan is going to according to plan. A Code of Conduct training taken place on the 10th June 2025.

8. Finances

i) **Bank Account Balances and Reconciliation**

The current account balance on 31st May 2025 is £30,557.35

Reserves (National Savings) Account £8930.53

£6,000 MUGA

£2,000 Village Gateways

£930.53 Bollard Installation

William Oure Account £3685.62

Chairperson Brown and Vice-Chairperson Thomas signed the bank account balances and reconciliations for 31st May 2025.

**ii) June Payments Cheques to be signed**

The following cheques were signed by Cllr Walpole and Cllr Thomas.

Cheque No: 102855 Ecology Survey for MUGA Planning Application £1080.00 (including VAT £180.00)

Cheque No: 102856 Burr Landscaping Lees back-up £832.00 (including VAT £138.67)

Cheque No: 102857 Clerk – Parish Printer £89.99 (including VAT £15.00)

Cheque No: 102858 ABC – Printing April & May’s Forester £426.50

**iii) Accounts for Payment for Information only**

Cheque No:102853 Clerk - Volunteer Special Award Voucher & Flowers plus card for volunteer certificates £93.44

Cheque No: 102854 Clerk – Clear Councils Insurance £667.49

9. Challock Parish Council Code of Conduct

Resolved. Challock Parish Council Code of Conduct adopted and approved. Chairman Brown signed Challock Parish Council Code of Conduct.

10. Funding

**i) S106 Contributions Update & Review**

S106 contributions - allotments has been re-allocated to parishes nearby.

**ii) Summer Fair Funding – Flag Pole**

The PC has been allocated £424 to spend on a project in the village.

A permanent flag must not exceed 4.6 metres above ground level.

To purchase a permanent flag pole to be erected adjacent to the Village Hall.

Clerk has made some enquiries on costs of flag poles. In the region of £200.00.

Resolved. Clerk to prepare application for funds towards the purchase of the flag pole and installation cost to present to the Summer Fair Committee for approval.

11. Play Park

**i) Track Slider** - Track Slider - Installation commenced on the 9th June 2025. Track Rider is to remain heras fenced off for a few days for concrete to sufficiently cure. Remainder of the site can be used in this period.

12.The Lees

**i)**  **Lees entrance bollards**

Clerk to cost estimate for order bollards and sundries and grounds man labour cost. Clerk to arrange for grounds man to install the bollards in July/August

**ii) Construction Works**

The Parish Council have received complaints from residents on construction workers parking and causing damage to the Lees grass, skips and portable toilets installed on the Lees common. Not all residents having construction works carried out have sought permission.

Discussion took place on future construction works being carried out by residents living along the Lees to request permission for the siting of portable toilet, skip etc.

Resolved. Future planning applications the Parish Council to comment that no portable toilets, skips to be placed on the Lees during the construction works.

13. Highway Matters & Highway Improvement Plan

**13.1 Highways Improvement Plan**

**Village Gateways Update**

Received estimated invoice for village gates £5,486.13. Waiting to hear back from Kieran on KCC proportion towards the cost.

Resolved. The Parish Council approved the Gateway drawings plan.

**13.2** **Hall Car Park Extension Update**

Clerk is continuing to make enquiries regarding funding.

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

14. Planning

1. **Planning Applications:**

To receive comments on following planning application:-

1.1 PA/2025/0377

Land Southwest of Mill Lane Barn, Canterbury Road, Challock, Ashford, TN25 4BJ

Outline application for the erection of up to 7no dwellings with all matters reserved save for access.

Amended Site Location Plan

The Parish Council were unable to locate amended site plan on the planning portal. Not at all clear on what the amendment is.

Action: Clerk to email planning enquiries for clarification on amended site location plan.

 **2. Planning Applications to be Ratified**

There were no planning applications to be ratified.

Relevant legislation: Town and Country Planning Act 1990.

15. Multi Use Games Area

i) Planning Update:

Clerk has emailed Sovereign to include ducting in the MUGA construction for future lighting.

Jack Sadler obtained quote for ecology survey to be carried out on existing trees. Quote received is for £768 including VAT. Jack Sadler as part of our response has asked ABC Planning Enquiries by moving the MUGA by a couple of metres would an ecology survey would still be required.

Jack Sadler BTF has emailed our response re letter from Sport England to ABC Planning Officer (Appendix 1).

16. Village Community Events

**16.1 Review of Recent Community Events**

**i) Open Garden Event 8th June 2025**

Cllr Walpole. A very successful event, expected funds raised in the region of £6,350 subject to a couple of outstanding invoices. £1500 more in comparison to previous Open Gardens Event. Estimated 620 adults and 50-60 children visiting the gardens. Perfect weather. Thank you for helping out. The Methodist Chapel received 150 visitors and made approximately £150 profit via selling their ice-creams. They will also receive a donation for allowing visitors the use of the toilet facilities.

Thank you to David Smith for operating a free bus service throughout the day. A great benefit.

Raised £800 on the raffle and £700 on the sale of plants. Yelland Cottage and Paddock View Gardens raised £700 and £350.

Received lots of messages from the visitors who really enjoyed it.

Do a social media release along with photos of the event. To include in July’s Forester.

**ii) Review of Annual Parish Meeting**

At the Annual Parish Meeting received comments from parishioners that they were unable to hear the speakers.

Chairman Brown. Requested that we offer self-serving refreshments enabling all councillors to be able to talk to parishioners.

Resolved. At the next Annual Parish Meeting to arrange the seating area whereby the speakers are central.

To have self-service refreshments.

**16.2 Update of forthcoming community events**

**i) Midsummer Music Event 21st June 2025**

Event to be held at 7 pm at Challock Church. A classical pianist Kenneth Roberts, Group Old Wives Lees Ukelele and Choir and Perla Hardie Solo Performance.

**ii) Flower Festival August Bank Holiday**

The Flower Festival to take place over the August Bank Holiday – 23rd, 24th & 25th August 2025.

**iii) Challock Summer Fair Event**

The Summer Fair to take place on Saturday, 13th September 2025.

**iv) Challock Cricket and Social Club Bonfire and Firework Event 1st November 2025**

Relevant Legislation: Local Government Act 1972.

19. Public Participation

Parishioner. Tickets are still available for the Mid-Summer Music Event.

Parishioner. Linda Wooltorton welcome new flower arrangers to do a display.

Relevant Legislation: Local Government Act, s 100.

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 July 2025.

The date of the next Ordinary Parish Council Meeting will be Thursday, 17th July 2025.

Future Parish Meeting Dates:

18th September 2025

16th October 2025

20th November 2025

The meeting closed at 8.19 pm.

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

**Dated……………………**