

ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held at 7.30pm on Monday 3rd June 2019 in The Hamstreet Sports Pavilion, Hamstreet, Ashford, Kent.

Present: Andy Othen (Chairman), Mike Wady (Vice-Chairman), Julian Griffiths, Sid Gittens, Mags Wellsted-Boorman, David Weeks and the Parish Clerk (Sue Stiffell).

Also Present: Kent County Councillor Mike Angell, Borough Councillors George Sparks & David Ledger.

1. **Apologies:** Apologies had been received from PCSO Luke Jones and Community Warden Kathy Carter. *Following the meeting apologies were received from Steve Shorter who had not been able to attend due to work commitments.*
2. **Declarations of Interest:**
Declarations of Pecuniary Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): None were made at this point from Councillors present.
Declarations of Significant Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): Mike Wady: conflict of interest with the HDSLAs; Mags Wellsted-Boorman member of HDSLAs.
3. **Minutes of the AGM Held on Tuesday 7th May 2019:** Mike Wady proposed that the minutes from the Parish Council's AGM held on Tuesday 7th May 2019 be accepted as a correct record and signed by the Chairman; Julian Griffiths seconded this proposal, which was agreed by all present.
4. **Matters Arising from the Minutes of the Meeting held on 7th May 2019:** *Items for discussion only; no decisions can be made under this agenda item.* None brought forward.

BREAK: *Due to the lack of questions from any members of the public present no break was held*

5. **Reports From Representatives of the Community:**

PCSO Luke Jones: Report was provided to those present; it noted that he had been involved in an Anti-Social Behaviour task force in the town centre and that he had attended polling stations during the recently held elections and met with residents. He highlighted that with the lighter evenings some areas were having problems/issues with nuisance bikes and asked that problems with motor vehicles being driven on public footpaths be reported.

NHW: warnings had been received that there were 'fake' £50 notes in circulation.

Community Warden Kathy Carter: An email had been received from Kathy which noted unwanted parking especially outside Cotton Hill House when boot fairs were being held. She suggested that no parking signs could be used. Those present agreed that further details be obtained and further discussion held at the next meeting.

Kent County Councillor Mike Angell: following a meeting with Mike Wady and Borough Councillor George Sparks which had highlighted various highways issues, he had:

a) Emailed Lisa Willoughy (Ashford District Manager) noting various problems with large vehicles parking in the centre of Hamstreet. He suggested bollards be put outside the shops on both sides of the 'high street' to prevent HGVs damaging the pavements and parking here. He also suggested a loading bay area outside McColl's shop and highlighted that the double yellow lines needed review and extending.

b) Reported the missing lamppost head on the corner of the High Street and Warehorne Road.

Alan Brind (corporate technical officer) had responded to Cllr Angell's email regarding the missing lamppost head. Alan Brind reported that a full survey of all of ABC street lights had been carried out by a company called 'Design for Lighting' with the intention of bringing as many lights up to standard and handing over to KCC. Phase 1 had been agreed and was due to start. This comprised of 500 columns being upgraded. The lamp post in question was on the list to be passed to KCC but was not in

Phase 1 so would probably fall within Phase 2. No date can be given when this will take place. However, he could ask his head of department to see if this could be replaced ahead of schedule if it was causing safety issues. He had requested a replacement cost from KCC for the column.

Cllr Angell had responded to Alan Brind's email noting that there was a safety issue and he hoped to see a new lamp head in place as soon as it is possible.

- c) He had highlighted the problem of the blocked drain along Warehorne Road and had received an email from Joanne Davies Asset Team Leader (Drainage Planned Works) regarding the blocked drain along Warehorne Road. Joanne Davies reported that she was currently waiting for the works reports to return following the survey of the full system within Hamstreet so any works required could be combined to minimise disruption to the highway network.

During discussion those present agreed that the Clerk chase for progress on these issues regularly. Sid Gittens noted that the standard of the pavements and kerbs in the village was generally bad and was not helped by large lorries parking on the pavements and driving over them. Cllr Mike Angell recommended that Kieron Leader (engineering@ashford.gov.uk) be asked to attend a site meeting so that these issues could be highlighted to him. The Parish Clerk is to email Kieron Leader and request a site meeting.

It was noted that the parcel of land on the left-hand side from Cock Lane onto the Ashford Road/Romney Road was not being cut. Borough Councillor George Sparks highlighted that this was owned by Highways. The Clerk is to put in a request to Highways that it is cut.

- 6. **Installation of Road Side/Verge Posts by Cock Lane/Ashford Road: Discuss** It was noted that following discussion into the provision of wooden verge side posts by the flag pole and silent soldier. A site meeting had been held with Darren Hickman (Project Manager: Highways) and Parish Councillors Mags Wellsted-Boorman, David Weeks, Sid Gittens and Mike Wady being present.

Highways Manager Darren Hickman, had highlighted that KCC would not replace the plastic bollards that had once been in place in the area however he was happy that OPC provide new side/verge posts as Highways would not take on such a task. He noted that a drawing was needed showing details of the post locations and specifications; an approved KCC contractor was needed to do the work and he would need to supply a risk assessment and liability insurance. OPC would need to supply a letter agreeing that they would be responsible for the future maintenance of the posts and that the posts were installed at the liability of OPC. Once these were in place, agreement for the project would be required from Ashford's District Highway's Manager.

During discussion it was noted that Neil Underdown had supplied an estimate for approximately £4,360 to supply and fit 122 wooden posts and an example of his work could be seen in Appledore.

Mike Wady highlighted that if a gap of 12 foot was left between each post and that a chain was fitted between each of the posts only 39 would be needed. He explained that he and David Weeks had seen an example of this in Biddenden.

A vote was taken on whether to have fewer posts with chains between them. The majority of those present voted not to have fewer posts as the upkeep to the chains could be onerous and concern was also raised over chains being a tripping hazard. It was thought that this would be an attractive addition to the village but not suitable for this site.

It was agreed that arrangements be made to have 122 (approximate number) posts installed. It was further agreed that OPC would be responsible for maintaining them in the future. Mags Wellsted-Boorman is to contact Neil Underwood to confirm details including number. She and the Parish Clerk would get the necessary paper-work in order. It was noted that both Borough Councillor George Sparks and Kent County Councillor Mike Angell had promised £1,000 from their 'community chest fund'.

5. **Reports From Representatives of the Community: continued:**

Borough Councillor David Ledger: reported that he had been allocated to the Overview and Scrutiny Committee, Council, Licensing, Selection & Constitutional Review Committee and was sitting on a task group regarding Ashford's Local Plan & Policies. He noted that OPC were to discuss their membership to KALC. He explained that he worked as its Vice-Chairman for the Ashford Branch and believed it to be a

good platform for Parish Councils. He highlighted how Shadoxhurst Parish Council had used KALC a lot and received a lot of legal help. The meetings were well attended.

Following Cllr Ledger's report, discussion was held on S106 funding relating to developments. *Following discussion Cllr Ledger left the meeting.*

Borough Councillor George Sparks: reported that he had spoken to Oliver Peel regarding S106 funding raised from the proposed development along Warehorne Road. He had been informed that this funding was still in draft stages and not agreed. He highlighted that funding for improvements to Victoria Park was a mistake and this project would not be receiving funding from this budget. He would be meeting with Oliver Peel to discuss the application for development opposite Hamstreet Primary Academy. All s106 funding raised from this development would be spent on the provision of various facilities for the primary academy such as the football playing field, changing rooms, wild-life centre and car park.

During discussion following Cllr Spark's report the Chairman asked if he would be speaking at ABC's Planning Committee on the application for development along Warehorne Road and hoped that he had the same opinion as the Parish Council. Cllr Sparks noted that either he or a colleague would speak on the application and that as he had not commented on the application, he would be able to vote on it and he was supportive of the views of OPC. *Following discussion Cllr Sparks left the meeting.*

7. **Kent Association of Local Councils: Discuss Membership/Subscription** Julian Griffiths had researched into the benefits of membership and noted that out of 316 possible members (Parish Councils in Kent) 305 were members (96.5%). For OPC to join it would cost £664.94 plus VAT membership would also include membership to the NALC. The total annual income for KALC being approximately £200,000 - £300,000. They were a not for profit organisation and received on average 115 requests per month for assistance. They had organised 6 conferences and 25 workshops during the past year with a reduced fee being charged for training courses for members. Due to the lack of use and real benefit during the 6 months that OPC were members during the last financial. Julian asked if the membership fee could be spent on something of more benefit to the Parish. During a brief discussion it was unanimously agreed that membership would not be undertaken.

8. **Parish Councillors' Updates/Reports:**

Mike Wady: reported that Angela Broomfield was planning a 'Hamstreet in Bloom' event in 2020 and was hoping to tie this in with the Therouanne Twinning Visit and St Mary's Flower Festival which was being held over the weekend of 13th/14th June 2020. During discussion members agreed that the Parish Council were happy to support the event and could be approached for funding/sponsorship.

Mike raised the issue of various areas in Hamstreet that were being neglected by ABC and Highways highlighting the footpath in Bunkley Meadow which due to its location under a tree was covered in debris from the tree. During a brief discussion it was noted that it may be worth-while employing a 'Tidyman'. It was agreed that this idea be discussed further at the next meeting.

HDSLAs: Mags Wellsted-Boorman reported that the internal painting programme within the pavilion was continuing. On 13th July a funding raising event was being held and permission was sought from the Parish Council to have the car park closed. The HDSLAs were making arrangements for a family picnic afternoon with music in the evening on 29th June 2019. During a brief discussion it was agreed that the car park could be closed for the fund-raising event on 13th July.

Flags: Mike Wady agreed to put up the necessary flag in remembrance of D Day (Dave Collins not available).

He will provide the Parish Clerk with the necessary size of flag for the Red Ensign which needs to be flown on 3rd September.

D Day Remembrance By Silent Soldier: Representatives from OPC were meeting with students from Marsh Academy at 3.30pm on Thursday 6th June by the Silent Soldier. The students had made poppies to be displayed at the area.

Poppies for Lamp-Posts: In readiness for Remembrance Sunday it was agreed that poppies would be placed on various lamp posts in the village. It was agreed that a further 30 be ordered (there were currently 28 in storage). Mags Wellsted-Boorman is to order 30 from the British Legion.

Forge Gardens: The gardening project was ongoing. Research had been undertaken for a new noticeboard. A brochure was shown to those present and it was agreed that Sid Gittens would get the costings of the one chosen by those present.

Allotments: It has recently been noted that two of the allotments were overgrown. The holders had been contacted and reminded of their duties. One tenant unfortunately had to give notice of giving up their pitch due to ill-health and the other tenant explained that due to personal issues they had not been able to get to the allotment but would be making up for this over the next few weeks.

A request to Oliver Peel at ABC had been made for funding towards the provision of a water supply at the Hamstreet Allotments via 106 funding. Sid Gittens had made enquiries to Southern Water about the provision of a water supply. He had been informed that they would supply water to the boundary and it then it would need to be extended to the allotments. Those present agreed for Sid to make arrangements for a site meeting with Southern Water and get an estimate of cost. The Clerk was asked to do a land register search for the allotment plot.

Hamstreet War Memorial Committee: Sid Gittens reported that they were awaiting for designs for a memorial.

Twinning: The Chairman is to contact Therouanne to discuss a one day of celebration in 2020.

Recycling Bins on Pound Lees Car Park: Following a chat with those responsible for the recycling bins no further problem had been reported of rubbish being left in the litter bins on the car park.

Dog Bin/Fouling: ABC's dog warden has been contacted and it asked if the dog waste bin being held by OPC (care of Mike Wady) could be placed by the bottom of Bourne Lane by the pill box and if it would be emptied by ABC as it was on the same route at the one at the other end of Bourne Lane by the woods. No reply had been received.

Bowling: Friendly game with Hamstreet Bowls club and members of OPC had been organised for Friday 5th July 6.30pm.

9. Correspondence Received:

- An invitation sent to all Parish Councils from ABC to attend an introduction to their services event being held on 6th June from 3pm to 6pm in the committee rooms at the Civic Centre. This event has been organised in order to further support understanding of the functions of the Council, the corporate structure and how it works together to achieve the authority's corporate plan.
- ABC Briefing from the leader of ABC (Gerry Clarkson); highlighted that 'The One You Shop' is moving to a larger unit within Park Mail shopping centre. It works in partnership with ABC, KCC and CNHS foundations Trust to support communities in tackling health and wellbeing concerns. Also noted was a Safety in Action Event being held between 17th June to 28th June at Ashford Fire Station.

- As noted at the last meeting notice had been received that the existing school entrance markings on Ashford Road are being formalised.
- Letter from Simon Harris ABC Community Projects Manager who highlighted the Cycling and Walking Strategy 2019-2029 consultation was taking place with the aim to improve overall sustainable transport within the borough. Further information can be found on www.ashford.gov.uk/your-community/consultations/cycling-and-walking-consultaiton/
- A thank you email had been received from the HDSLAs for the grant towards flooring in the pavilion.

10. Planning Update, Applications Received:

Application No 19/00652:

Location – Hillside, Rucking Road, TN26 2NW.

Proposal: front extension, side and roof extensions, addition of dormer windows to front and rear elevations, erection of new garage.

A site meeting had been held and it was agreed that there were no objections to the application but if the entrance was moved further down towards the village it would be safer for those not only driving along the main road but also for those leaving and entering the entrance.

ABC Planning Committee Meeting It was noted that on Wednesday 5th June at 7pm a planning committee meeting was being held in the Council Chamber. Application no 18/00056: Land between A2070 and Railway North of Warehorne Road, Hamstreet, outline planning application for residential development was item no 5 on the agenda. The Chairman is to speak at the meeting and members would try to attend. It was agreed that the meeting would be highlighted on OPC's Facebook page.

Section 106 Funding:

An update was circulated to those present it noted that letters had been sent to Oliver Peel at ABC on 9th and 29th May expressing concern that not all of the S106 funding relating to the two major developments would be spent in Warehorne and Hamstreet. It was highlighted that other areas had been earmarked for funding such as improvements at Victoria Park. Funding was requested for various items in the village including funds towards a new village hall. Oliver Peel was asked why various organisations in the area were not involved in meetings to discuss where this funding could go.

Oliver Peel replied on 29th May 2019 saying; *'S106 contributions have to be fully justified to offset the harm of the development. As such, whilst as a Council we seek to secure as much S106 monies for the relevant parish some clearly can't be i.e. secondary school contributions, strategic parks etc. Monies from such projects cannot be lawfully diverted to the parishes. The committee report, which is now public and available to view on the Council's website, sets out the contributions that can be sought and in what areas at present. You will see from the report (para 122) that there may be some flexibility in respect of local community contributions to forgo these for a contribution to the village hall. With no specific plans or costings this would be difficult to secure however and if not spend within a set period of time has to be repaid to the developer.'*

Damien Green MP replied to the email sent to him regarding OPCs concerns saying: *'Thank you for sending me your email and copies of correspondence with Ashford Borough Council. I see that you have asked directly some of the questions you have put to me to Oliver Peel at ABC, and it would certainly seem sensible to see his reply before deciding what best to do next. On the other issue you raise over whether ABC has been acting legally, if you wish to pursue a formal complaint then the appropriate body is the Local Government Ombudsman which exists precisely to decide whether a council has acted improperly. However, I should say that a complaint can only come from an individual or group or affected individuals, not from the Parish Council itself.'*

During discussion it was noted that Victory Hall Committee had provided a costing for a new hall but had not provided plans or a builders estimate of costs. It was further noted that Borough Councillor George Sparks had reassured members that no final decisions had been made regarding S106 funding. It was agreed that Oliver Peel be invited to the next meeting of OPC to discuss this further.

11. Finance:

Internal Auditor's Report: had been undertaken and her report was circulated to those present. Mike Wady had met the internal auditor while it was taking place. On the basis of her examination it was reported that the system of internal controls was adequate for the purpose intended and effective. It was recommended that:

- a) More signatories to the bank mandate be added
- b) A possible review of Parish Councillor Basic Allowances be undertaken put on agenda for discussion.
- c) An annual review of the allotment waiting list is undertaken.

Those present agreed that a review of Parish Councillor Basic Allowances be put on the agenda for the next meeting and that the Parish Clerk would bring a bank mandate to the next meeting.

12. Budget Update/Review: was circulated to those present.

Authorisation of Cheques: David Weeks proposed that the following cheques be authorized, Mike Wady seconded this proposal. It was further agreed that the Chairman could authorise cheques that required signing before the next meeting.

To	Details	Amount	Cheque No

13. Date of Next Meetings: Those present agreed that a planning meeting be held as soon as possible after ABC's Planning Committee Meeting primarily to discuss the outcome/decision of ABC in relation to application no 18/00056. The following was agreed:

Planning Meeting (informal meeting): Tuesday 11th June 2019 at 7.30pm
Parish Council: Monday 1st July 2019 at 7pm

Meeting Concluded 9.50pm

Chairman's Signature: