

ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held on Monday 11th July 2022 at 7pm in Hamstreet Sports Pavilion, Pound Lees, Hamstreet.

Present: Parish Councillors: Andy Othen (Chairman), David Farrell, Sid Gittens, Steve Newton, Basil Smith and the Parish Clerk (Sue Stiffell).

Also Present: Borough Councillor David Ledger, Mark Bolam from Foreground Tree Surgery and one member of the public.

Public Comments & Observations: *This being an opportunity for parishioners to speak or ask questions.* No questions were brought forward at this point of the meeting.

Apologies: Apologies had been received from Mike Wady who was away, David White and Mags Wellsted-Boorman prior engagements; those present agreed that these apologies be accepted. Apologies were also received from Kent County Councillor David Robey who when providing his apologies via email reported *'I have your action list from the walkabout last week, and I will chase up the various KCC actions and then get back to you. I thought that the walkabout was a useful exercise in itself, but also because it gave us all a chance to have a chat, and get to know each other a bit better, which with COVID etc has been more difficult recently, but is still important. Please thank Andy for the refreshments - I really enjoyed my sausage sandwich!'*

Borough Councillor George Sparks also tendered his apologies for the meeting via email; regarding the lack of comments noted on ABC's planning portal he reported: *The Council is changing the IT programme for the Planning Portal. There have been a few problems as I understand and therefore they have not been able to upload to the Portal. OPC comments a will have been received and noted and will be taken into account when considering the application.'*

1. **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): The following declarations of interest were received: Sid Gittens: Hamstreet Men in Sheds, Chairman: Involvement with the Hamstreet Junior FC,

Those present agreed that the Additional Agenda Items be brought in at this point of the meeting.

Additional Agenda Items:

1. **Casual Vacancies on Parish Council: Possible Co-Option:** It was noted that there were currently two vacancies on the parish council. These had been advertised on social media and the noticeboards. Two potential candidates were present.

The Chairman asked if one of the candidates would be willing to attend a couple of meetings before applying to be co-opted onto the parish council as they had not attended a meeting before. He explained that this would give them an understanding of the workings of the parish council and what they were letting themselves in for! This proposal was agreed by the candidate.

The other candidate, David Farrell, had attended previous meetings and the Chairman was pleased to see that he still wished to join. The Chairman proposed that he be co-opted onto the parish council. This proposal was unanimously agreed by members present. The necessary paperwork was passed to David and he was formally co-opted on to the parish council.

2. **Pound Leas – Tree Care: Quotations Received For Work to Trees. Discuss:** An update had been circulated prior the meeting and copies were made available to those present. It highlighted that three quotations had now been received for work required to the trees on Pound Leas.

The Oak Tree, no 829 on the survey plan, located at the corner of Pound Leas Car Park, had been recommended for felling. Investigation had revealed that this belonged to KCC Highways and had consequently been reported to them: report reference no 641673.

Quotations Received:

i) Foreground Tree Surgery: Mark Bolam

To fell poplar no 837 on plan £ 550.00
To reduce poplars no 838, 836, 834, 833, 832, 8311 and 830: £,2340.00

Mark Bolam noted in his quotation *'I would like to add a caveat to this quote that I strongly disagree with the spec of reducing the poplars by 4m. This will ultimately be the first stage of felling them, as they will rot at the pruning wounds. It will also enter them into a cycle of maintenance which will cost OPC money several times rather than just once. Poplars are short lived, intrinsically weak trees. When they start to decay felling is the best option'*

i) Kent County Tree Ltd: Michael Padgett

Reduce Height by up to 4m: T 838, 836, 834, 833, 832, 831 and 830
Fell T837

£ 650.00

ii) Aspire: Jamie Hendry

To fell to ground level T837 2.

To reduce crown by 4m to T838, T836, T834, T833, T832, T831, T830 £ 2,869.25

Discussion: The Chairman invited Mark Bolam from Foreground Tree Surgery to explain why he was against reducing the poplars. Mark reported that this type of tree was short lived and should be felled when they reached the age of 10 to 15 years. Reducing their height would cause them to rot and would cost nearly as much as felling. Consequently, in the long term it would cost the Parish Council more to reduce their height and fell them at a later date. He recommended that the worse of the poplars be removed this year leaving the others until next year.

During discussion the Chairman proposed that the eight trees in question be examined by Mark and that he decide on the ones that required felling this year and that the others in question be left until next year. Sid Gittens seconded this proposal which was agreed by all present.

The Chairman concluded noting that Aspire and Foreground Trees had provided similar quotations and believed that Kent County Tree Ltd may have made a mistake in their quotation but thought it was not necessary to follow up – those present agreed. *Mark Bolam left the meeting.*

2 Minutes From OPC's Meeting Held on 13th June 2022: To be Authorised As Being A Correct Record: Steve Newton proposed that the minutes be accepted as a correct record and be signed/authorised by the Chairman. Sid Gittens seconded this proposal which was agreed by those present.

3 Matters Arising From Minutes of The Meeting Held on 13th June 2022.

- 2 Quince Orchard: The Clerk had emailed David Burford (ABC Building Surveyor) and asked for further information as to when this property will be filled and highlighted that no 5 Quince Orchard was now also empty and asked what the plans were for this property. A short discussion was held regarding the length of time the property had been empty.

4 Reports/Updates Received From Representatives of the Community:

Borough Councillor David Ledger: reported that following the last meeting he had highlighted issues that OPC had raised regarding communications with local authorities to the Overview and Scrutiny Committee. He explained that there had been teething problems with the new planning portal that should have gone live on 4th July. There should have been training for members but problems had delayed this.

During a short discussion the Clerk noted that since the last meeting she had monitored communication and responses when dealing with various local authorities and during that period it had only been ABC's planning department that had either not replied to emails or needed chasing

for a reply. Steve highlighted how installing new programmes often caused problems and had recently resulted in another council agreeing all its planning applications by mistake so it was understandable that ABC were being cautious.

5 Parish Councillor Updates/Reports

Sid Gittens & Basil Smith: Reported that together they had repaired the gate that led to the field at the end of Bourne Lane. The Chairman asked that they be reimbursed any costs. Sid further reported that he was looking into a permanent memorial and would ask Julian for the information he had on the subject. Sid highlighted that an email had been circulated to members regarding nominations for a ABC's Platinum Jubilee Award. During a brief discussion a nomination was made and the Clerk was asked to put this person forward for the award.

David Farrell: Reported that he had put the 30mph sign up the right way. He highlighted that he had recently received an email showing the draft layout of Ashford Road relating to the development opposite the primary academy. He will forward the email to the Clerk for circulation to members.

Steve Newton: Highlighted that it was now possible to apply for trees to be planted as part of 'The Queen's Green Canopy – Plant a Tree Jubilee' programme.

During discussion it was agreed that Alder Trees be applied for to replace the poplars on Pound Leas (this being a tree best for this area) and that a Willow be requested as well. Steve is to provide the Clerk with the necessary link. It was noted that these would be delivered in November and December and that the Parish Council would be responsible for planting and looking after them.

Steve noted that legislation was changing about people living in caravans and would keep members updated.

Chairman (Andy Othen): noted that he had just updated the parish council's website. He asked members to think about having a permanent structure of some kind to remember the Queen's Platinum Jubilee. The Clerk circulated pictures of a bench that Mike Wady had provided. It was agreed that this be discussed further at the next meeting.

Walkaround on 6th July: Notes from a walkaround that was held on 6th July had been circulated prior the meeting and further copies were made available to those present (copy attached). Mike Wady had asked that it be noted that the main issue was the parking on the double yellow lines in the centre of the village around the shop.

During a brief discussion members agreed that David Robey would be asked for suggestions on how the problem could be addressed as every idea brought forward had either been too expensive or unworkable.

6 Planning Update & Review Applications Received:

22/01045 Amberley, Ashford Road, Hamstreet TN26 2EW: Proposed two storey front and rear extension and first floor front extension.

During examination of the plans, it was noted that if allowed it would be significantly larger than the others in the area but there were no concerns only that if permitted there should be adequate parking for vehicles. It was noted that there were currently no comments on ABC's planning portal.

UPDATE: It was noted that work had started again opposite the school, it was questioned if the delay had been caused by problems with drainage.

22/00884/AS: Orlestone Rise, Ruckinge Road, Hamstreet, Ashford, Kent, TN26 2NW: Construction of a single detached dwelling with associated parking and amenity space.

The application was objected to by OPC, unfortunately to date OPC's comment were not visible on ABC's planning portal.

22/00746/AS: Ashtone Cottage, Hamstreet Road, TN26 2EB: *Proposed erection of carport and general alterations and two storey extension to rear.*

The application was objected to by OPC, unfortunately to date these objections are not visible on ABC's planning portal.

During a short discussion it was noted that the lack of comments on ABC's planning portal made it difficult for the Parish Council to gauge the opinions of residents on various applications in their area which always gave them an indication on how to respond. Steve highlighted that he had asked various representatives if a 'Planning Check List for Parish Councils' could be provided or drawn up. This would help all parish councils when responding to applications.

Planning Officer Sophie Levy had responded earlier that day, apologising for the delay in the OPC's comments being visible for application no 22/00746. Promising that they would be visible the following day. In response to questions raised on the application she noted 'Permitted development rights have not been removed in their entirety but condition 7 on the original permission (20/01408/AS) restricted development within 15m of the ancient woodland and therefore planning permission would be required for development in that area. However, should they wish to undertake development elsewhere on site that is not within the 15m restricted area then their PD rights remain, provided they comply with the usual criteria.'

7 Correspondence Received: not covered under other agenda items

- Various briefing notes/updates had been received from ABC and KCC (these had been forwarded to members via email. One provided details of the census of 2021 and noted that the Borough of Ashford had a population growth was 12.5% for the ten-year period between 2011 and 2021. From approximately 118,000 to 132,700. This being nearly double the average for England.
- An email had been received regarding the need to cut back the footpath from Bourne Lane into Lancaster Close. The Chairman is to contact the service provide for Lancaster Close (Trinity) and put in a request for this to be cut back.

8 Finance:

Budget Review: circulated to members prior the meeting further copies were made available.

Authorisation of Cheques: Those present agreed that the Chairman had delegated authority to authorise cheques if required prior the next meeting.

<u>For</u>	<u>To</u>	<u>Amount</u>	<u>Cheque No</u>
Litter Pick Costs	Reimburse Mike Wady	24.47	1753
Provision of Lorry at Jubilee Event	Reimburse Chairman	47.49	1753
Salary for July	Parish Clerk	420.00	1753
Home as Office Admin Expenses	Parish Clerk	120.00	1753

Post Dated Cheques

Fence Repair End of Bourne Lane	Reimburse Basil Smith	20.00	1754
Costs Relating to Forge Gardens	Reimburse Sid Gittens	18.95	1754
Refreshments: Walkaround Attendees	Reimburse Clerk	40.00	1754
Salary for August	Parish Clerk	420.00	1754
Home as Office Admin Expenses	Parish Clerk	120.00	1754
Removal 3 Poplars on Pound Leas	Foreground Trees	1650.00	1755
External Audit	PKF Littlejohn	240.00	1756

9 Items for Next Agenda/Any Other Business: It was agreed that discussion on the following be undertaken at the next meeting; Permanent Platinum Jubilee Commemoration, Poppies for Village and War Memorial.

10 Date & Time of Next Meetings:

Full Parish Council Meeting: Monday 5th September 2022 at 7pm

Planning Meeting: Monday 18th July/15th August 2022 at 7pm *if required*

Meeting Concluded 9.05pm

Chairman's Signature:

Orlestone Parish Council

Notes taken during walkaround Hamstreet on Wednesday 6th July 2022 commencing at 10am in Pound Leas Car Park.

Present: Parish Councillors – Michael Wady, David White, Basil Smith and the Parish Clerk
(Sue Stiffell)

Ashford Borough Council: Alan Brind

Kent County Councillor: David Robey

Borough Councillor: David Ledger

Hamstreet High Street Parking: During a 5 minute observation it was noted that the double yellow lines on both sides of the main high street were not being observed by vehicle users; the area around the shop was constantly being used for parking.

Action: Alan Brind is to request more regular patrols of traffic wardens. Further consideration into how the High Street could be made safer previous suggestions had been decided as not being suitable.

Overgrowth of Hedges: It was noted that hedges that fronted the high street (opposite the Old Chocolate Box) were growing over the footpath. It was not clear if these hedges were the responsibility of the houses behind in Bunkley Meadow, however as they were outside the property borders of the houses in Bunkley Meadow and of the same type it was concluded that these were the responsibility of Highways.

Action: Parish Clerk to contact Highways requesting that they be cut back. A request was made on 6.7.2022 on the highway's portal. Reference No 644443

Response: Darren Anderson responded on 7.7.2022 'Thank you for your recent enquiry about the hedge at the rear of bunkley meadows. This has been inspected today and I have checked on land reg and this hedge is the responsibility of the house owners to cut. As a one off I will have this hedge cut back to allow access along the footway. If it is possible, it may be good idea to inform the house owners of their responsibility to keep their hedges cut back.'

Telephone Cable: A long black telephone cable with a cut off end was found in a gap in the hedge above with a Hydrant not visible due to the overgrowth.

Action: Parish Clerk reported cable to BT via their online app <https://www.openreach.com/help-and-support/damage-health-and-safety>

Alan Brind to report Hydrant not being clearly visible.

Ashford Road into Warehorne Road: On observation it could be seen that the location of the island/bollard was causing large vehicles to mount the pavement due to the turning curve caused by its location. The BT manhole cover on the pavement was damaged.

Action: Parish Clerk highlighted issue KCC Highways and requested that island/bollard is removed. Ref fault no 644597. Contacted BT and reported damaged cover via <https://www.openreach.com/help-and-support/damage-health-and-safety>

Road Signs: It was noted that the road sign into Cock Lane was missing, that the Warehorne/Woodchurch sign in Dukes Meadow was bent, that the Tenterden B2067 sign in the same location was missing the letter 'n'. The sign into Warehorne Road from Ashford Road marked Tenterden B2067 was missing the letter 'B' and the brown sign marked Romney Marsh & Rye..... was bent

Action: Parish Clerk reported these issues to Highways. Ref No 644593

Response From Darren Anderson (Highways Steward) 'Thank you for your recent enquiry about the signs in the street, Hamstreet. I have inspected these signs today and the directional signs a slightly damaged but are still doing their job and not essential works at the moment. The Cock lane sign is the responsibility of Ashford Borough Council to replace and the brown tourist sign would be the responsibility of country tours and the rare bleeds centre to get replaced.'

Further Action: Parish Clerk reported via ABC's website missing sign for Cock Lane

Hedge Belonging to The Old Bakery: It was noted that this was a private property and that the hedge was encroaching onto the footpath.

Action: Parish Clerk to write to the resident living at The Old Bakery requesting that they cut back their hedge.

Empty Properties: It was noted that 2 Quince Orchard had been empty for at least two years and now 5 Quince Orchard was sitting empty.

Action: Parish Clerk to write to ABC requesting an update and asking when they were likely to be rented out.

BT Manhole Cover: It was noted that the cover on the pavement just before the turning into Bourne Lane was a tripping hazard.

Action: Parish Clerk reported fault via BT's online app which can be found on <https://www.openreach.com/help-and-support/damage-health-and-safety>

Cables in Tree: The tree fronting Bourne Lane/Dukes Meadow by the bus stop was so overgrown that cables were growing among the branches. The tree had been reported as overgrown and requiring trim. The Parish Clerk had received a telephone call during the week of 1st July informing her that this would be done during the next 3 months.

On investigation via Power Network's website, it appears that they will cut the power supply while work is being done to trees/bushes but they are not responsible for overgrown trees/shrubs etc. onto their cables.

Overgrown Ditch: It was noted that the ditch at Carters Wood running along Bournemouth Stores opposite the duck pond was overgrown and could cause drainage/flooding issues if it rained heavily.

Action: Parish Clerk reported to Aspire (David Hartley – Assistant Operations Manager) requesting that the ditch be cleared.

Pothole: It was noted that there was a pothole outside no 5 Dukes Meadow.

Action: Parish Clerk reported to Highways. Report Ref No: 644655

Possible Fly Tipping: A fridge/freezer had been left in Carters Wood, on investigation Alan Brind was informed that that this was a registered collection site and the item would be picked up by ABC.

Action: Alan Brind (ABC) is to make further investigations that this spot is a designated drop off point; he is to speak to ABC's Street Scene Department. If it is confirmed then he will make enquiries into the possibility of having this moved perhaps to the parking bay on the other side of the garage as this spot is not easily visible and perhaps more accessible for collection vehicles.

Bunkley Terrace:

The surface was examined and it was noted that the raised bricks that could be considered a tripping hazard had been reported to the PROW team. The Parish Clerk had been notified that the issue was waiting a case worker to be allocated. On 12th June she had requested an update but none had been forthcoming to date.

It was noted that 2 of the dwellings in this area had room for wheelie bins and if provided would perhaps help with the problem of black bags being left out and being torn resulting in debris being left everywhere.

Action: Parish Clerk emailed the PROW team requesting an update original ref no Public Rights of Way Fault (Ref: 220388295). Mark Goodman (ABC Environment & Contracts Manager) was emailed about the possible provision of wheelie bins to some of those living in Bunkley Terrace.

