

ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held on Monday 5th September 2022 at 7pm in Hamstreet Sports Pavilion, Pound Lees, Hamstreet.

Present: Parish Councillors: Andy Othen (Chairman), Mike Wady (Vice-Chairman) David Farrell, Sid Gittens, Sadie Michell, Steve Newton, Mags Wellsted-Boorman, David White and the Parish Clerk (Sue Stiffell).

Also Present: Borough Councillor George Sparks

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 Basil Smith (working), those present agreed that these apologies be accepted. Apologies were also received from Kent County Councillor David Robey and Borough Councillor David Ledger.

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, Sadie Michell proprietor of The Cosy Kettle; Mike Wady conflict of interest with the HDSLAs, Mags Wellsted-Boorman member of the HDSLAs; David White: allotment holder.

2 **Minutes From OPC's Meeting Held on 11th July 2022: To be Authorised As Being A Correct Record:** David White 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 **Casual Vacancy on Parish Council:** The Chairman thanked Sadie Michell for her continued attendance to meetings and wish to join the parish council. It was unanimously agreed by members that Sadie be co-opted onto Orlestone Parish Council. The necessary paperwork was passed to her for completion.

4 **Matters Arising From Minutes of The Meeting Held on 11th July 2022.**

- Overgrown Hedging From Bourne Lane into Lancaster Close. The owners of the properties who had hedging fronting their properties had been contacted with a request to cut it back. Aspire had cut back the hedging that fronted Bourne Lane however no-one seemed to be responsible for the hedging just inside Lancaster Close from Bourne Lane. The Clerk is to make further enquiries.
- Trees on Pound Leas: Various poplars that had been highlighted as requiring immediate removal have now been felled by Foreground Trees (Mark Bolam). It was noted that a request for saplings had been made under ABC's green canopy scheme; these would be used to replace those that had been removed.

5 **Reports/Updates Received From Representatives of the Community:**

Kent County Councillor David Robey: had provided a report which was circulated to members. He reported that an online meeting via Teams had been held with himself, Jennie Watson and Rebecca Hodges from Kent Highways attending as well as the Chairman and Vice-Chairman. It had been agreed that they would look at marking out a loading bay for lorries in the main high street to try and alleviate the parking problems.

Borough Councillor George Sparks: provided apologies from Borough Councillor David Ledger explaining that he had a prior engagement. He reported that there had been many teething problems

with the new planning portal and work on it continued. Ashford Borough Council were working on the pond by Cotton Hill House.

During discussion the following was noted:

- Concern that while the new planning portal was being installed applications may not have gone out for consultation in the correct manner or comments may have been missed.
- The decision regarding the application for 6 dwellings on land south of Viaduct Terrace, adjacent to the railway line in Warehorne Road was going to appeal.
- Ref the new planning portal; applications could not be searched for using a post code. George is to raise this issue with the planning department.
- Concern was raised about the pond and who was responsible for it. It was agreed that the area required improvement; there were issues with the pond, the green area that regularly flooded and the footpath that run along-side. The Clerk was asked to make enquiries as to who was responsible for the area as the whole area required improvement.
- It was noted that the development along Warehorne Road continued and the Clerk was asked to investigate what 106 funding had been agreed in conjunction with the development

Kathy Carter: Community Warden – an email highlighted that she had received complaints about speeding through village and asked if the parish council could arrange for a temporary mileage counter. It was noted that this had been explored previously and unfortunately Highways had not been supportive. However, there were plans for permanent flashing signs as part of the development opposite the primary academy.

6 Parish Councillor Updates/Reports

Mike Wady: reported that parking in the High Street continued to be a problem with very little options being available to help remedy this. He was hopeful that if a lorry loading bay was agreed (as discussed with Cllr David Robey) this would help. A request had been made by the Clerk to have the bollards by the crossroads into Warehorne Road moved to help prevent lorries going onto the pavement when turning into and out of Warehorne Road – no response to date.

Andy Othen: reported that the online meeting had provided a positive option for dealing with parking issues. Notes for the meeting would be requested.

David Farrell: Highlighted that he had held informal discussions with those working on the development opposite the primary academy (referred to as the Nightingale Development) and had put forward concerns regarding dust issue.

Concern had been raised regarding lorries working on the Warehorne Road site not having covers on them. It was asked if this was noted again that the Clerk be informed so that the issue could be reported.

Steve Newton: Highlighted that the Slip Road onto the A2070 has been tarmacked. He noted that remarks/comments made by the parish council were being listened to and that planning conditions had been put on recent applications reflecting comments made.

Sid Gittens: reported that the dry weather had adversely affected Forge Gardens and work had been on hold due to the heat and his wife being in hospital. During a brief discussion it was suggested that a working party be held and advertised. It was hoped that this would raise interest in helping.

David White: highlighted that one of the allotments had only been worked on a few times during the past year. The Clerk is to make enquiries. *Following the meeting enquiries were made and the allotment holder explained that due to ill-health the allotment would be given up. Time has been given to allow the holder to remove their equipment and the plot has been offered to a new tenant.*

Mags Wellsted-Boorman: reported that ABC are to install a new barrier at the Pound Leas Car Park. The existing one had been damaged recently beyond repair by a large van. The HDSLAs were undertaking plans for a Firework Display to be held in November and volunteers were needed to shake a bucket. The HDSLAs are to hold their AGM on Tuesday 8th November.

7 Planning Update & Review Applications Received:

22/01078 31 Lancaster Close, TN26 2JG

Proposal: Proposed replacement front porch with an enclosed front porch

No objections

22/00758/AS The Old Grain Store, Warehorne Road, TN26 2JJ

Proposal: Change of use from Residential Dwelling (C3) to Dental (E) support the dental surgery next door

No objections

22/00993 Stockbridge Farm Building, Ashford Road, TN26 2QL

Proposal: Change of use from agricultural building to a cabinetmaking workshop

No objections

22/00953 Ham Leas Farmhouse, Marsh Road, TN26

Proposal: Change of use from agricultural land to a detached dwelling for use as a holiday let with associated access.

Concerns were raised as the application did not seem to comply with some of the regulation in HOU5 planning policy. It was agreed that these concerns be raised. Steve is to liaise with the Clerk regarding a response and members will be copied in.

22/01058 The Cosy Kettle, The Lantern Building, The Street, Hamstreet, Ashford, TN26

Proposal: Variation of condition on planning permission 21/01492/AS - for the opening hours to be extended until 23:00, to allow for a pizza takeaway service to be provided.

During discussion it was unanimously agreed that the application be supported as it offered more variation to those living in the area. Sadie Michell did not take part in the discussion or decision highlighting that she had an interest in the application as she was the proprietor.

UPDATE: It was noted that work had started on the Nightingale Development. The Clerk asked that she be kept updated of any concerns and that these would be passed to the enforcement team at ABC.

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

Decision: Approved by ABC

Borough Councillor George Sparks left the meeting

9. The Queen's Platinum Jubilee: Permanent Commemoration: It was agreed that ideas would be explored and further discussion held at the next meeting.

10. OPC War Memorial: Plans Sid reported that Julian had handed over all information he had for the project which had unfortunately got bogged down by names. He was to meet with David Hughes who had had been involved with a large number of memorials over the country. During a brief discussion it was agreed that the memorial be sited by the flag pole.

11. Planning for Remembrance Sunday: 11th November 2022: During discussion it was agreed that the poppies would be placed on the lamp posts after bonfire night during the week commencing 7th November. Mags will let everyone know the date and time for those wishing to help. It was thought that the Remembrance Service would be held in Warehorne this year. Mags is contact Dennis and ask about the provision of 2 wreaths and confirm the venue.

8 Correspondence Received: not covered under other agenda items

- Email from Piers Griffin (Hamstreet Woods Natural England Reserve Manager), forwarded to members; regarding the recent review of the woods management plan which takes place every 5 years. Julian had attended the review meeting and his input has been included in the plan. David Farrell offered to look at the plan and have his name put forward to Piers as being a replacement to Julian.
- Email from Michelle Bryne regarding a request to Spend S106 monies relating to application no 13/00051 (Ref Stage 2 of Lancaster Close development). This will be used to replace the front doors at the pavilion. It was agreed that the project be fully supported by the parish council.
- Various fraud alerts had been received and circulated.
- Information regarding the Borough Councillor and Parish Council elections taking place in May 2023. Forwarded to members via email.
- Notice that the footpath AE585 between the railway line and Huntbourne Wood will be temporarily closed from 2nd September 2022 and alternative route had been provided.
- Waste Management Newsletter

9 Finance:

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

Annual Governance and Accountability Return 2021/22 (AGAR): It was noted that the AGAR for 2021/22 had been completed, copies were made available to those present. The Clerk highlighted the External Auditor's report was contained in it which read:

'External Auditor Report 2021/22: Except for the matters reported below, on the basis of our review Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Section 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

1. The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completed next year's AGAR:

- *Section 2, Box 4 incorrectly includes items which are not staff costs as defined in the Joint Panel on Accountability and Governance Practitioners' Guide. Please note that Box 4 should comprise payments made in relation to the employment of staff including only gross salary, employers' national insurance contributions, employers' pension contributions, gratuities for employees or former employees and severance or terminations payments to employees. Expenses that are related to self-employed individual should be shown as payments in Box 6. The figures in Section 2, Boxes 4 and 6 should read £5,040 and £25,116 in the current year column respectively and £5,040 and £11,601 in the prior year column respectively*

Other matters not affecting our opinion which we draw to the attention of the authority:

1. In the prior year, the smaller authority was exempt from our review, thus we have not reviewed any evidence to support the prior year comparatives on the AGAR'

The External Auditor's report was noted by those present and the Clerk explained that payment to the Tidyman would no longer be noted under Salaries as he was self-employed and not employed by the Parish Council. It was unanimously agreed that his costs would be taken from the maintenance budget.

Subscriptions: During a brief discussion it was agreed that KALC would not be subscribed to this year.

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

To	For	Amount	Cheque No
Land Register	Search Fee into Land Ownership	6.00	1757
Parish Clerk	Stationery	6.24	1757

Parish Clerk	Use of Home as Office Expense	120.00	1757
Parish Clerk	Salary for September	420.00	1757
Parish Clerk	Stationery: Ink	9.99	1757
Foreground Trees	Removal of Poplars on Pound Leas	1,100.00	1758
Tidyman	Maintenance Work May to Aug	300.00	1759
Forge Gardens	Reimburse Sid Gittens	11.98	1760
Refreshments	Bowls Gams	77.30	1761
Clerk	Reimburse Cost	38.00	1761

10 Items for Next Agenda/Any Other Business: It was agreed that discussion on the provision of a Christmas Tree be held at the next meeting.

11 Date & Time of Next Meetings:

Full Parish Council Meeting: Monday 3rd October 2022 at 7pm
 Planning Meeting: Monday 19th September 2022 at 7pm *if required*

Meeting Concluded 9pm

Chairman's Signature: