

ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held at 7.30pm on Monday 3rd January 2014 at 7.30pm in The Hamstreet Sports Pavilion, Hamstreet, Ashford, Kent.

Present: David Lancaster (Acting Chairman), Janet Willis, Mags Wellsted-Boorman, Andy Othen, Mike Wady, Vince Watkins and the Parish Clerk (Sue Stiffell).

Also Present: Borough Councillor Peter Davison, PCSO Gary Carr and Community Warden Chris Banyard. And two members of the public

1. **Apologies:** Apologies had been received George Sparks (unwell) and Vince Watkins (working); those present agreed that these apologies be accepted. Apologies from Borough Councillor Aline Hicks were also received. *Belated apologies were received from Keith Taylor following the meeting.*

Declarations of Interest:

Declarations of Pecuniary Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): There were none 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): There were none made at this point from Councillors present.

Declaration of Members Other Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct) There were none made at this point from Councillors present.

2. **Minutes of the Last Meeting:**

Minutes from the Parish Council meeting held on Monday 2nd December 2013: Janet Willis proposed that the minutes be accepted as a correct record of the meeting and signed by the Chairman; Mags Wellsted-Boorman seconded this proposal.

Minutes from the Planning Meeting held on Monday 20th January 2014: Mike Wady proposed that the minutes be accepted as a correct record of the meeting and signed by the Chairman; Mags Wellsted-Boorman seconded this proposal.

Minutes from the Hamstreet Festival of Transport Committee Meeting held on Monday 20th January 2014: David Lancaster proposed that the minutes be accepted as a correct record of the meeting and signed by the Chairman of the meeting; Mike Wady seconded this proposal.

3. **Matters Arising:** None were brought forward.

4. **Report from KCC Community Warden Chris Banyard & PCSO Gary Carr:**

Community Warden Chris Banyard: reported that he was working with PCSO Gary Carr to raise awareness of safety around the primary school; at the present time there was no 'lollipop lady' in the afternoons. A presentation learning kit concerning road safety for pre-school children had now been purchased for community wardens to use.

Chris warned those present to be wary of door-step callers particularly those looking for work fixing damage to property. Chris concluded by informing those present that a new pothole reporting number had been issued this being: 03000418181.

PCSO Gary Carr: reported

- Unfortunately Inspector Judd could not attend the next meeting due to shift patterns however he was committed to visiting the area and had been attending other local parish council meetings.
- There had been no reported incidents of crime since the last meeting within the area.
- There had been two incidents of poaching reported around the military canal area. He requested that any suspicious behaviour be reported by calling 101.
- There had been incidents of indecent exposure near two local secondary school; he asked people to be vigilant about any suspicious behaviour. *(Chris Banyard and Gary Carr left the meeting)*

5. County Councillor/Borough Councillors' Reports:

Borough Councillor Peter Davison:

- Following on from the Community Warden's report Cllr Davison highlighted that road parking was a Highways issue and not a school responsibility. He explained that the school had tried to acquire land nearby for parking but had not been successful. Staff at the school regularly asked parents to be careful and a walking bus system was in place. Discussions concerning the addition of double yellow lines outside the school had led to concern that parked cars would lead further into the village.
- Cllr Davison on behalf of the village had objected to large trucks accessing the Shepway site via Hamstreet crossroads leading onto Ruckinge Road. There were issues on narrowness, congestion and parked vehicles.
- ABC's Local Plan: Cllr Davison offered to be involved in any workshops/consultations regarding possible development sites put forward. He was concerned that the village could potentially become so large that it could no longer be termed a village.

During a brief discussion it was put forward that this was the time to produce a parish plan and refresh the Village Design Statement perhaps by setting up a sub-committee to do this.

6. HDSLAs: incl Agreement Update:

Funding: Mags reported that since the last meeting approximately £2,400 profit had been made from the recently held ball. Some of these funds will go towards a new cooker for the Sports Pavilion.

Insurance: The HDSLAs now have their own insurance cover in place for the pavilion and Pound Leas. During the meeting with the insurance representative it had been highlighted that the trees (43 poplars and 30 oaks) should be checked for safety reasons. The Clerk has made initial enquiries into who was responsible for the trees as the License Agreement between ABC and OPC did not detail it clearly. ABC had stated that the responsibility is the Parish Council's. During a brief discussion it was agreed that someone legally trained be asked to read the License Agreement to confirm this.

Mags had obtained an approximate quotation of £250 to have the trees checked. It was agreed that the Parish Council would pay for this to be done.

Agreement: It was noted that on 11th November 2013 representatives from the HDSLAs and OPC had gone through the draft agreement between the HDSLAs and OPC for the management of Pound Leas and the Pavilion; amendments had been made and this version had been circulated. The Chairman (George Sparks) had informed the Clerk that he was making further amendments; when completed could be circulated. Mags highlighted that the insurance company required a copy of the agreement by the end of February.

7. Members Reports:

Johnsons Memorial: Vince reported that he had been slowly digging the site over in preparation for resurfacing however the weather had meant that he had been unable to complete this. He had purchased new flags as the weather had destroyed the existing one. He was busy making arrangements for the Memorial Day being held on 13th April. (please see attached note)

8. Correspondence: The following items had been received:

- A letter had been received from Victory Hall highlighting that they had contacted those who had wished to start a youth club offering them two evenings a month but had not received a reply. The room where the equipment is stored needs repair work and redecoration and the youth club equipment stored here if not to be used needs to be removed. Ellen Woodcock and her husband are to make arrangements to remove the equipment and anything worth selling will be. All funds received will go into the existing 'Hamstreet Youth Club bank account' to be held for the use of a future youth club.

Whilst making these arrangements the Clerk had been informed that it was not felt necessary to have a Parish Council representative on the Victory Hall Committee; quarterly updates will be provided. A thank you letter had also been received from the Victory Hall Committee thanking members for the grant of £600.

- Invitation to a Code of Conduct Training session being held in the Council Chamber on Tuesday 11th February from 2pm to 4.30pm.
- Invitation to the Lord Lieutenant of Kent's annual Civic Service at Canterbury Cathedral on Tuesday 11th March 2014 from 11am.
- Details of the Public Consultation on the Pre-Submission Document Draft of the Kent Mineral and Waste Local Plan
- Notes from the Parish Forum Meeting held in December 2013 and details of their meeting held in January 2014. The next Forum Meetings are due to take place on 23rd April, 23rd July and 22nd October 2014.
- The following magazines had been received: Oast to Coast; Action with Communities in Rural Kent (Annual Summary); Housing News;

9. **Planning:**

Parish Plan: In preparing the new Local Plan 2030 ABC will need to make decisions and choices that will affect local communities so it is essential that ABC understand what local people want for their community over the next 15 years. To aid this 'Plan It' workshops have been held. Katy Wiseman the Policy Planner at ABC has been invited to the Parish Council's next meeting to discuss this further.

Applications Received:

No 13/01458

Proposal: Change of use from A1 retail to A3 café shop/tea room

Location: Saw Joinery Ltd, The Street

Comment: Following discussion it was agreed that the application be supported. It was noted that the proposal could bring in local employment and provide a facility for those working, living and visiting the village to use. There were two car-parks located within easy walking distance that could be used for those not living locally.

Location: Land west of Bourne Lane and north east of Lancaster Close, Hamstreet

Proposed Name: For the 55 dwellings and extension of the road – Lancaster Close

Comment: During discussion it was highlighted that the Lancaster Close Residents Association had put forward the name Cherry Orchard for the following reasons: phase one and phase two being built many years apart would look different, it would help with the street numbering and stop confusion that already existed and it would be named after the cherry orchard that phase two was being built on. Reasons for keeping it as Lancaster Close being the development had always going to be in two parts and the name was continuous with them; Lancaster Close had been named to honour a person who had lived in the village and worked hard for those who lived there.

Following discussion a vote was taken four members voted to support the name Lancaster Close and two members voted to support the name Cherry Orchard.

Conclusion: The name 'Lancaster Close' to be supported.

Update:

Application No: 14/0006

Location: 18 Dukes Meadow, Hamstreet.

Proposal: Proposed single storey rear extension – application for lawful development certificate.

Status: Propose Use/Development would be lawful

No consultations were made under new regulations

Letter from T Mortimer – Head of Legal and Democratic Services & Monitoring Officer:

Summary: It had recently come to Terry Mortimer's attention that some parish councils' decisions on planning consultations may have been taken without following the normal rules on transparent decision-making in a public forum. Note: Parish Council decision-making should always be made in meetings open to the public unless exceptional circumstances exist which provide a statutory basis for considering a matter in private session. This will rarely, if ever, arise on planning consultations. Furthermore, parish councils should take care to ensure that any offers of community benefit are taken into account only where they are relevant to the merits of the application in question and are not a purely extraneous matter. Any interest by members must be declared and the rules in the councils' code of conduct are followed as to non-participation in debate and voting. The Clerk highlighted that a more formal way of noting members interest would in future be minuted.

Email from Carly Pettit (ABC): (circulated to members prior the meeting via email) noted that the Planning Policy team held a 'Call for Sites' in 2013 which enabled landowners and their agents to submit sites across the borough that they felt were suitable for development as part of the Local Plan to 2030. From today the full site submission details of all formal and informal sites is available for all to view on the Council's website. The information available included the forms, maps and background evidence received. If further information is required or if the Parish Council wishes to arrange a consultation event to discuss the sites in Orlestone then Carly needs to be contacted.

During a brief discussion it was agreed that the Clerk contact Carly Pettit requesting a consultation event.

***Break:** A short break was held during which discussion on how to improve communication with residents was held. It was agreed that the minutes be placed at the train station, the doctor's surgery and Victory Hall so that those visiting these places could view them. Summaries are put in the Kentish Express and in the Parish Magazine (the Clerk apologised for not putting a summary of December's meeting in February's issue). Andy is to add a note to the website saying that the Clerk could be contacted for a copy (he apologised that the website was a little out of date this was due to his work and family commitments).*

10. Finance: Update including Budget Review, Authorisation of Cheques:

An up to date budget was circulated to members.

Purchase of Barbecue: It was highlighted that the Firework Committee usually rented one and that the Festival of Transport Committee had rented one last year; costing £250 per rental; members agreed that one be purchased for the use of the Parish Council's committees. Details of one costing approximately £1400 were detailed by Mike Wady. Those present agreed that this be purchased. It was further agreed when purchased it could be rented out to organisations in the village (the rental fee to be agreed) and it was hoped that within two years the barbecue would have paid for itself.

11. Any Other Business Approved by the Chairman: Complaints had been received concerning McColls new illuminated sign (this was being left on all night). Janet will speak to the manager requesting that it be turned off when the shop was closed.

12. Date of Next Meeting: Parish Council Meeting: Mon 3rd March at 7.30pm in the sports pavilion
Planning Meeting: Monday 18th February (if necessary).

Meeting Concluded 8.50pm

Chairman's Signature

Johnsons Corner 70th Anniversary Memorial Event

Johnsons 70th Anniversary Memorial

Sunday 13th April 2014.

Service

11:00 start in Pound Leas Car Park (not using actual memorial due to safety issues around lack of parking and near main road)

Car park will be closed but will provide limited parking for veterans/disabled – I need to be notified in advance

Service to be taken by Rev Rod Whatley – still to confirm details, if no progress will turn to Rev Patricia Fogden.

Potential of a flyover of some sort, the B-17 is looking unlikely unless the £5000 is found, potential of Rob Davis

Invited attendees

- Orlestone Parish Council
- Air Cadets and possible band – still to confirm
- Royal British Legion– still to confirm
- Hastings and St Leonards Veterans Society– still to confirm
- Brenzett Museum– still to confirm
- 447th Bomber Group Association– still to confirm
- USAF Refuelling Arm – Mildenhall– still to confirm
- Family and friends from USA– still to confirm although we have Priscilla and Michael Goldfarb from New York who have confirmed they will attend.
- Villagers of Hamstreet– still to confirm

Lunch

12:00 ish

- Invited veterans, friends and Parish Council light buffet lunch provided in Pavilion with pay bar
- Possible exhibition of some memorabilia

Advertising

- In Parish Magazine March (copy enclosed)
- Kentish Gazette (nearer time)
- Facebook

11:00AM Sunday 13th April 2014 at Pound Leas Car Park

Sunday 13th April 2014 marks the 70th Anniversary when an American B-17 bomber crashed near Johnsons Corner killing the pilot, Lieutenant William Johnson. The event was poignant due to the fact that Lieutenant Johnson lost his life saving his crew and the residents of Hamstreet.

On the 13th April at 11:00 on Pound Leas Car Park a Memorial Service will be held to honour Lieutenant Johnson, his crew and all other allied airmen who have fought for freedom in the World Wars and other conflicts around the world since.

Whilst Lieutenant Johnson was only one man who lost his life, his story epitomises those of others who also lost their lives to save others. Lieutenant Johnson saved his crew and the lives of villagers in Hamstreet. His memory lives on thanks to volunteers past and present who built and maintain the memorial along with friends and family from the United States, who still regularly send flowers and wreaths on Remembrance Sunday to pay their respects.

After the Memorial Service a light lunch will be provided to the Veterans and American visitors in the pavilion as a thank you.

Whilst the memorial is at Johnson's corner, due to parking restrictions and space, and the amount of people who are likely to attend it was deemed unsafe to hold the event there which is why it is being held in the car park.

The event is open to any residents of the village. We would welcome as many people along who would like to attend.

For more information on happened on that fateful day please visit
http://www.orphostoneparish.co.uk/johnsons_corner.html