

## ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held at 7.30pm on Monday 2<sup>nd</sup> October 2017 in The Hamstreet Sports Pavilion, Hamstreet, Ashford, Kent.

**Present:** Andy Othen (Chairman), David Lancaster, Tony Isteed, Vicky McKissock, Steve Shorter and the Parish Clerk (Sue Stiffell).

Also Present:

Borough Councillor Aline Hicks & Borough Councillor 'Brad' Bradford,

Victory Hall: Colin Howland & Anita Holloway

Warehorne Parish Council: Maggie Keenan (Chairlady) & Phillippa Jones (Vice-Chair)

Shadoxhurst Parish Council: David Ledger (Chairman)

Geoffrey Crabtree & Steve Davies (Planning Consultants representing Crabtree & Crabtree Ltd)

Plus four members of the public

- 1. Election of Chairman of the Parish Council:** It was noted that since the last meeting a letter of resignation from the Parish Council had been received from Parish Councillor and Chairman George Sparks. A new chairman was now required to be nominated. Tony Isteed proposed Andy Othen, this proposal was seconded by Steve Shorter. No other nominations were received. Andy thanked those present for his nomination and agreed to act as Chairman to Orlestone Parish Council and welcomed those present for attending the meeting.
- 2. Apologies:** had been received from Michael Wady (out of the country) it was agreed that these apologies be accepted.
- 3. 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): None were made at this point from Councillors present.

*The Chairman proposed that agenda item 10 be brought forward at this point; this was agreed by members present.*

### **10. Planning: Update; Applications Received; ABC's Draft Local Plan 2030**

ABC's Draft Local Plan 2030: Geoffrey Crabtree explained that a planning application for S57 was in the process of being put forward. He provided those present with a copy of the proposed layout plan which now contained sixty housing units. This application being different to the one proposed in the Draft Local Plan, Geoffrey explained that it had been drawn up in response to ABC needing to find more housing and the proposal being an outline of how the site could be developed. Various details in the plan were highlighted to those present.

During discussion concern was raised about the traffic flow and congestion problems that could occur in Ashford Road and Warehorne Road due to the development. The proposal of traffic lights by the railway bridge in Warehorne Road was not supported by those present; the idea of a give way section was put forward as being a preferred option. It was noted that the Primary Academy had met with Crabtree and the provision of a playing field for the Academy had been dismissed as not being suitable as it would be hidden from view, isolated and difficult to access, consequently the proposal did not show this facility. The Chairman concluded the discussion by informing those present that that the Parish Council would debate the matter further if an application was put forward. Geoffrey and his colleague left the meeting and went to the adjoining meeting room and it was noted that they were available for questions. *Representatives from Warehorne Parish Council and one member of the public left the meeting.*

Consultation on Amendments to the Draft Local Plan: a letter had been received from the Board of ACE Learning Trust and The Hamstreet Primary Academy regarding the public release of the letter by OPC on

the amendments to the draft local plan (this had been circulated prior the meeting). In the letter it was highlighted that:

- If the development opposite the school, S31, went ahead, facilities had been agreed with all costs being met by the developer. These being a large common area with an under 14/15s football pitch and school sports pitch, changing facilities and storage building, car park area, reconfiguration of the current school car park to facilitate a safe off street drop off and pick up area and an outdoor classroom.
- Improvements to Ashford Road had been discussed including road crossing provision, traffic calming measures and parking restrictions on the main road.

Meeting With Hallam Land Management: Following a request for a meeting with Hallam, a response had been received offering two dates; 10<sup>th</sup> and 16<sup>th</sup> October. During a short discussion it was agreed that the meeting be held on 16<sup>th</sup> October; ABC and the Primary Academy would also be attending. *Following the meeting due to the lack of availability of representatives to attend from the Hamstreet Primary Academy the meeting was cancelled.*

Application No 17/01161: Variation of conditions on planning permission 06/00834/AS to allow Sunday and Bank Holiday opening as current hours, at the Old School House, The Street, Hamstreet.

It was noted that when the application was first discussed (application no 06/00834) the planning inspector commented that it should not open on Sundays or Public Holidays in 'order to protect the living conditions of nearby residents'. On ABC's website one objection notice had been noted. Following a short discussion in which it was highlighted the need for viable businesses in the village and the nuisance value of some of these for near neighbours, a vote was taken. By a majority vote it was agreed 'no comment' would be made.

Application No 17/01387: Proposed single storey side/rear extension at 26 Bournewood.

The application was examined by those present and it was noted that to date no comments had been made on ABC's website. Those present agreed that they had no objection to the application.

Application No 17/01334: Land at Chilmington Green: proposal phase 1 Strategic sustainable urban drainage system.

It was highlighted that the Chilmington Green Planning Working Group had made a response which could be viewed on ABC's website. Borough Councillor Aline Hicks explained the reasons behind the application. Those present raised no objection to the application.

Ref: 17/01170:

An application for approval of reserved matters regarding application no 12/00400: Land at Chilmington Green. Observations on the proposal were invited by 20<sup>th</sup> October. Those present raised no objection to the application and it was noted that it could be viewed on ABC's website.

Letter from ABC – Gypsy & Traveller Development Plan: The letter highlighted that ABC was currently producing a Gypsy and Traveller development plan which will form part of the Local Plan. A consultation on it is planned and a presentation/discussion will be held at the Rural Conference on 3<sup>rd</sup> October.,

OPC Planning Adviser: An email had been received from Peter Davison noting his decision to resign from his position as OPCs Planning Consultant. This had been circulated prior the meeting to members.

The Chairman thanked Peter for his contribution and hoped that he would still regularly attend meetings, his input was always greatly appreciated. *Following the meeting Peter Davison agreed to continue in his position as OPCs Planning Consultant.*

***The Chairman requested that item 11. Correspondence be brought forward at this point, this was agreed by members.***

11. **Correspondence:** received

\* It was noted that various emails had been received concerning speed control on the bend at Bromley Green Farm, cars were crashing here regularly and ending up in the hedging of Poplar Farm garden and the fencing of the field across the road. The local residents had put a petition to KCC asking that the speed limit be reduced.

David Ledger (Chairman to Shadoxhurst Parish Council) was invited to speak; he explained that he was keen for OPC's support in getting the speed limit reduced and to perhaps have a flashing danger sign installed. He highlighted that three more crashes had occurred during the past 6 days.

KCC officers were investigating and it was felt that this was the time to press for action. During discussion the Chairman highlighted the need for Parish Councils to work together for the good of their communities and members agreed unanimously that support be given.

*Those present agreed that this agenda item continue later in the meeting.*

**4. Minutes of the Last Meetings:**

Parish Council Meeting held on 4<sup>th</sup> September 2017: Steve Shorter proposed that the minutes from the meeting be accepted as a correct record of the meeting and could be signed by the Chairman; Vicky McKissock seconded this proposal.

**5. Matters Arising from the Minutes of the Meeting held on 4<sup>th</sup> September 2017: Items for discussion only; no decisions can be made under this agenda item.**

Twinning: It was highlighted that the next twinning visit was planned for 2020, with representatives from Therouanne coming to Hamstreet. The visit would celebrate 25 years of twinning in Hamstreet.

Funding to the HDSLAs: It was noted that a meeting still needed to take place between the HDSLAs and OPC; a mutually convenient date was in the process of being agreed.

Draft Local Plan: A further response to the consultation on ABCs Draft Local Plan regarding CIL (Community Infrastructure Levy) payments which had been noted at the last meeting had been withdrawn by the previous Chairman (George Sparks).

Peter Davison highlighted that in the draft local plan a request had been made regarding S31, that CIL payments be waived on the grounds that the development would deliver facilities over and above what was generally expected. During a brief discussion it was noted that if Ashford Borough Council accepted this request there would be no funding available for the wider community. The Chairman highlighted that any future development should be as beneficial as possible to the whole community.

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

Borough Councillor Aline Hicks: highlighted that KCC had ordered light heads for the necked lamp posts but no date for their installation in Hamstreet had been provided. A consultation on Business Rates was taking place. Aline concluded by highlighting that ASPIRE had been working for ABC for a year and were fulfilling their contract well.

During a brief discussion it was noted that Aline had put in a request to have the vegetation cut back along the emergency exit in Lancaster Close to Bourne Lane. This had not yet taken place. Aline is to chase this and put in a request to have the vegetation cut back at the play area in Lancaster Close.

**7. OPC Firework Committee:** It was highlighted that a request from the HDSLAs had been received since the last meeting asking that they be allowed to take over the running of Hamstreet's Firework evening.

Those present unanimously agreed that OPC's Firework Committee be dissolved and all funds in its account be passed to the HDSLAs.

The HDSLAs had reported via email that their insurance company had confirmed cover for the event and the necessary paperwork had been completed and provided to Ashford Borough Council. They also requested that the date for the event was not mentioned due to safety concerns about the high volume of people who had attended in 2016. It was hoped that by advertising the event at the last minute the numbers would be greatly reduced.

**8. Community Defibrillator:** had been ordered from the Community Heartbeat Trust who can install it (for a fee); it is to be placed at the Sports Pavilion. It was noted that training could be provided and details would be passed to members.

Enquiries had been made into a possible discount if two were ordered, however they are at a set price and no such offers existed. It was agreed that a review would take place after it had been in place for a few months, if successful it may be possible to have another installed at the Hamstreet Train Station.

**9. Members Reports: Duties:** The Clerk had been passed flags and a list of occasions when they are flown in Hamstreet. During a short discussion it was agreed that the Clerk approach David Collins and ask if he could take on responsibility of flying the flags at the appropriate times.

**10. Planning** (agenda item moved and discussed earlier in meeting; after agenda 3)

**11. Correspondence (continued):**

- Letter from Charles Flisher (Treasurer of the Hastings & St Leonards Veterans Association) explaining that he would like to update Johnsons Corner with a flag pole, a larger concrete base, a new information sign, a widening of the entrance to improve wheelchair access and general tidy up and the planting of flowering shrubs. He had started fundraising and to date had raised £100. He hoped that this work could be completed by 2019 the 70<sup>th</sup> year of flight Lieutenant Johnson's death.

During discussion it was agreed that Charles be contacted and informed that OPC were happy to provide funding for the project of up to £1,000.

- Emails had been received raising concerns about road safety, congestion and air pollution outside the Primary Academy. These issues had been highlighted to Borough Councillor Hicks & Bradford. PCSO Oliver Welch and Community Warden Kathy Carter had been asked if they could provide a visible presence outside the school when on duty during school opening and closing times.

During discussion it was noted that both the Borough Councillors had reported that parking restrictions would be difficult to enforce. Regarding a survey in air quality levels ABC reported 'The nature of the area and levels of traffic would mean it would be significantly below any objective level requiring any intervention.' It was suggested that the availability of the car park at Pound Lees be highlighted to the Primary Academy.

- Details of a KCC consultation in respect of the admissions policy for the first primary school at Chilmington.
- An invitation to a 'community transport awayday; on 9<sup>th</sup> November at the Ashford International House between 10am and 3pm had been received. During it KCC will set out steps that are needed if a parish wished to set up a community transport scheme.
- A letter of resignation from Mags Wellsted-Boorman had been received following the last meeting when she had given her verbal notice. Mags had now reconsidered her position and sent an email asking that she be considered for co-option onto the Parish Council.

During discussion those present unanimously agreed that she be co-opted onto the Parish Council. The necessary paperwork will be provided for completion.

- An email from Peter Budden at ABC concerning their Discretionary Rate Relief Scheme which assists businesses. ABC are now consulting on their proposed scheme and a response to their survey can be made online at: <http://www.ashford.gov.uk/your-community/consultations/>
- A letter from the KALC (Kent Association of Local Councils) highlighting a grant that can be applied for in helping fulfil the criteria for the 'Transparency Code for Smaller Authorities'.
- An agenda for the Annual Ashford Forum meeting being held on 3<sup>rd</sup> October at the Aldington Eco Centre from 9.30am to 3pm. The Chairman highlighted that he would be attending.

**12. Finance:**

**Budget Update:** A budget update had been circulated prior the meeting, further copies were made available to those present. During discussion it was highlighted that the gardener/handyman was increasingly being asked to do various jobs. It was suggested that he complete a time-sheet each month to ensure that he was being paid the correct amount for the work he was doing. It was agreed that he be paid the same hourly rate as the tidyman.

**Precept Considerations for The Next Financial Year:** A draft proposal had been circulated prior the meeting for comment, further copies were made available. The Chairman asked that comments be emailed to the Clerk. This would be finalised at December's meeting.

**Authorisation of Cheques:** David Lancaster proposed that the following cheques be authorized, Steven Shorter 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.
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**13. Any Other Business Approved by the Chairman:** *Items for discussion only, no decisions can be made under this heading.*

Standing Orders: It had been suggested that the term of office for the Chairman of the Parish Council be limited to three years. During a short discussion it agreed that the following agenda item 'Review Standing Orders' be included on the next meeting agenda.

Resignation of Chairman: It was noted that George Sparks' resignation letter had not been responded to. A response which will include an invitation to the Annual Assembly in April 2018 will be sent.

Plans: The Chairman asked members to think about ideas and goals that the Parish Council wanted to achieve.

Website: The Chairman highlighted that a calendar showing news items was now on OPC's website. He asked that any event dates be passed to him so that they could be added to it.

Pound Lees Car Park Fencing: It was noted that the fencing was broken in places and dangerous. Quotations for its repair/replacement will be sought and brought to the next meeting for discussion.

**14. Date of Next Meeting:** Planning Meeting: 16<sup>th</sup> October 2017 at 6pm (earlier time to accommodate Hallam)  
Parish Council Meeting: 6<sup>th</sup> November 2017 2017 at 7.30pm

Meeting Concluded 9.14pm

Chairman: