

## SHEPHERDSWELL WITH COLDRED PARISH COUNCIL

Minutes of the Annual Parish Meeting held at Shepherdswell Village Hall on Wednesday 15 April 2015 at 8.00pm.

### **1. Present:**

Parish Councillors: Barry Crush (Chairman), Kevin Regan (Vice Chairman), Marien Elgar, Peter Mummery, Geoff Peagram, Carole Pickaver, Iain Robertson, Carole White and Jenny Wolfenden.

Kent Community Warden Julliette West, Kent County Councillor Geoffrey Lymer and Dover District Councillor Mog Ovenden.

18 Parishioners

Steven Durbidge (Clerk) in attendance

**Apologies:** Parish Councillors Robert Edmond and Ken Catt

East Kent Railway Trust Alan Griffiths

### **2. Minutes of Last Annual Parish Meeting held on Wednesday 16 April 2014**

Proposed, seconded and agreed

### **3. Matters Arising:** None

### **4. Receive Reports from our County and District Councillors**

Kent County Councillor, Dover West Division, Geoffrey Lymer

Geoff reported on KCC Adult Social Care and Health Cabinet Committee matters, Members funding for road repairs, HGV problems including routing, parking and littering. Geoff spoke regarding LED street lighting which offers central control, longer life and carbon footprint advantages. Geoff mentioned that the most expensive problem confronting KCC is the care of displaced children.

Contact Geoff: [geoff.lymer@kent.gov.uk](mailto:geoff.lymer@kent.gov.uk) or 03000 411009

Dover District Councillor Mog Ovenden

Mog reported on attempts to reduce the volume of traffic moving between the A2 and A256 (Coxhill and through Coldred), particularly HGV traffic. Mog also spoke regarding the problem of noise generated by Lydden Hill Race Circuit.

Contact Mog: [cllrmogovenden@dover.gov.uk](mailto:cllrmogovenden@dover.gov.uk) or 07775 193462

### **5. Receive Reports from our Community Warden**

Kent Community Warden Julliette West

Julliette reported on the following issues dealt with over the past year: - Crime and crime prevention, environmental matters, highways, welfare, projects including No Cold Calling Zone, Families and Schools Together. Julliette also spoke of her partnership working with Kent Police, Kent Fire and Rescue, Trading Standards, Emergency Planning, Community Safety Unit and social health and welfare services.

Contact Juliette: [juliet.west@kent.gov.uk](mailto:juliet.west@kent.gov.uk) or 07969 584174

### **6. Provisional Financial Report:** (see provisional bank reconciliation page 6)

Steven Durbidge, Parish Clerk

The Parish Council finances are always shown on every Agenda and every Minute of each Parish Council meeting.

All Agendas and Minutes are displayed on the notice board outside Shepherdswell Post Office, on the notice board inside the Coldred bus shelter and on the Council's website.

The Agendas and Minutes show a Financial Statement for each Council bank account and the Minutes show details of every item of expenditure agreed at each meeting. On the reverse of the Agenda for tonight's meeting you can see the provisional bank reconciliation for the last financial year which ended on the 31st of March.

(Using rounded figures) Under CASH BOOK (near the bottom of the page) - the provisional reconciliation shows that the Parish Council received receipts of £43,371. The receipts include a precept of £34,996, parish grant £1,015, rent £2,760 and Cemetery fees of £1,125. The Council received interest of £199 and vat refunds of £2,669. A grant of £296 was received from KCC to cover expenses incurred by Coldred Forum in verge mowing The Avenue.

Also under CASH BOOK the provisional reconciliation shows that the Parish Council payments were £57,526.

Payments include administration, expenses and fees of £6,660 of which £945 was spent on insurance cover for the Council's assets and legal liabilities. £27,500 was spent on the purchase of just over 2 acres of land located at the rear of the village hall. The Clerks salary was £7,122.

Other payments were £1,504 on health and safety work; grounds maintenance and repairs came to £10,617, which included £4,500 for mowing and strimming both village greens, the recreation ground, village hall grounds, the Cemetery and Meadow View Land. £279 was spent by Coldred Forum from their annual grant of £500.

In the new financial year which started on the 1st April, it is estimated that the income of the Council will be £40,230. The budgeted expenditure in this financial year is £41,706 which includes capital expenditure on allotment infrastructure, new play equipment and public access defibrillators. It is anticipated that a start will be made on the provision of an overflow car park for the village hall.

The unaudited accounts are available for inspection upon request until the end of May when they will be sent to the External Auditor (in our case PKF Littlejohn at Canary Wharf, London) who was appointed by the Audit Commission in 2013 for a 5-year period. When the accounts have been approved by PKF Littlejohn, a copy of the certified Annual Return will be posted on the post office notice board.

## **7. Chairman's Annual Report:**

### **Barry Crush, Shepherdswell with Coldred Parish Council Chairman**

Barry reported on the following Council matters: - Support for changing facilities at the Recreation Ground, the purchase of Reed Meadow, village hall car park extension planning, Bricklayers Arms – asset of community value listing, the cemetery and consecration of a new area, Parish Plan Association work and support, Wootton Environment Protection Group, East Kent Railway matters, Coldred pond dredging, a new grounds maintenance contract, tree safety work undertaken, work on new leases for Village Hall Management Committee and Shepherdswell Preschool, village hall access road bollard upgrade and Westcourt Lane soakaway cleanout.

## **8. Allotments – New Facility and Allotment Association Progress**

### **Bruce Brenchley, Allotment Steering Committee**

Bruce reported that although there was historical evidence of allotments in the village many years ago, the matter of village allotments arose from a question in the 2012-2016 Parish Plan. Six applications were made to the Parish Council for allotments to be considered and a number of sites were inspected. The recent purchase by the Council of Reed Meadow was welcomed and meetings have been held regarding a possible allotment layout and infrastructure for part of this area. Contact has been made with the National Allotment Society and an Allotment Association constitution will be drawn up in consultation. It is hoped to be on-site in September this year.

## **9. New Play Equipment Ideas for Recreation Ground**

Garrett Gorman, Play Park Action Group

Background - Following a meeting between some of the Parish Council committee members and members of the community, it was decided to set up a community working party that would look at raising funding to renew and/ or replace some items of play equipment. It was decided to try get some feedback from the local community and a questionnaire was created and inserted within the local newsletter. The responses that were received gave us some good ideas and showed that the community did support the play park getting some well deserved attention. For a variety of reasons, we were unable to progress the options at that time.

However, following the recent introduction by the parish council of the disable swing seat, there is renewed interest in developing the site. So we would like to propose the following ideas to advance the redevelopment of the play park equipment. We would like the Parish Council to allow us to break the whole project into phases. That way, we can focus our attention on completing each phase with the available funds.

### Steps/ Proposal 1

1. With Parish Council's approval, we suggest getting advice & prices from play ground equipment suppliers
2. With current fund level and Parish Council working party member support we suggest the following possible phases:

*Phase 1* Replace small toddler swings with team swing. Ideal scenario would be to just replace the two swings with a team swing. Reducing cost and keeping existing frame work. *Phase 2* If possible we would like to use the existing slide structure and replace the current slide with a wide slide. This would reduce the cost of replacement, allow us to keep a much-loved covered area used by children for imagination games and help conform to safety concerns. *Phase 3* Take cargo net down and install a roundabout.

Funding We hope to start the first project with the funding (£5,000) provided by the Parish Council. This will only allow us to start phase 1 and maybe phase 2. We will have to apply for more funding. We are investigating other funding options and will keep the Parish Council informed.

Proposal 2 Quite a few parents that we have spoken to have requested that some type of locking device be installed on both gates of the play park. This is to prevent very young children being able to escape. This could be a simple device like a rope hook.

Proposal 3 In memory of a young person who very much loved the play park and the surrounding facilities, we would like to erect a memorial plaque on one of the new pieces of equipment.

Proposal 4 We would like to also look at introducing smaller 'mind games' into the play park. Such items would be a very cost effective way of introducing new equipment that would be loved by children.

Our goal - to raise the necessary funding to allow us as a group to update the play equipment within the Recreation Ground. This will prolong the enjoyment of the community of the play park equipment. We are available to meet any members of the Parish Council committee members should they require additional information but we would like to progress these issues as soon as possible.

## **10. Sports Clubs – Potential New Facilities on Recreation Ground**

Sean (Bomber) Fagg, Manager and Chairman of Shepherdswell Spartans FC

An application for an 8m extension to the Scout Hut to provide changing facilities for sports clubs using the Recreation Ground as supported by the Parish Council was

successful. It was then realised that an additional 2m would enable a staircase and use be made of an upper floor for a tea room. The additional storage area created would also enable disposal of the shipping container on the Recreation Ground. With the support of the Council a further planning application has been submitted to DDC. If the application is successful we are then tasked with raising around £100K to build it. The Spartans have recently started an under 9's football team which has proved very successful. The Spartans are working with Sibertswold School and the provision of suitable changing facilities will encourage even more youngsters to get involved.

### **11. 2c's Community Group – Project News**

Martyn Cobb, Secretary of the 2c's Community Group

2c's Stands for Community and Conservation Enterprise, it is a Shepherdswell Community Project 'for the village, by the village'. After taking over the Conservation Group in 2013, our group has endeavoured to find usable space within the village to bring small groups together.

The Shepherdswell Community Project has been created to give the village a central point where people of any age can develop community projects and have space to meet in small groups of particular interest, both formally and informally.

Our constitution states that our objects include encouraging the involvement of the community in the furtherance of conservation, restoration and development of historical, social and natural resources in Shepherdswell and Coldred; also in developing an understanding of local history and heritage, working in partnership with similar groups and organizations.

In order to achieve this aim, the group is seeking a suitable building to rent, lease, or buy where permanent displays and storage can allow resources such as books, magazines and computers to be made available, With similar aims to Kent Sheds, a few ideas such as support for young people in developing career paths, conversation afternoons and joining in shared activities could be considered,

One of the possible opportunities is to try to purchase the Forge at no. 83 Church Hill (on the Green) as a venue. This building was on the market briefly two years ago and the community project has been given permission to use the name of the "Old Forge" in our efforts. This is ongoing.

Another example is the Bricklayers Arms. Our group tried to apply for a moratorium, but found we were not considered eligible This building is listed as a village asset, but currently there is no organisation or mechanism to protect them for the village.

We welcome anyone with an interest in supporting our ventures.

### **12. East Kent Railway – Activities**

Written report from: Alan Griffiths, Volunteer Coordinator & Community Relations Officer, East Kent Railway Trust

A thank you to any members of the parish who voted for us in the People's Millions application; whilst we didn't win against Herne Bay Pier Trust, we were the most voted for loser so received a grant of £50000. One of the things the grant has been used for is our new car park, which has been installed just recently, so we should have no more problems with parking locally. The ARC Academy, based at our site in Shepherdswell, continue to train apprentices for the rail industry - the latest figure I have is nearly 100 have been trained in the last 2 years. Our core heritage railway business continues to thrive. Just recently we have had record Christmas and Easter events. Finally, if anyone wishes to contact me or ask any questions my email address is [alan.p.griffiths@btinternet.com](mailto:alan.p.griffiths@btinternet.com)

### **13. Wootton Environment Protection Group – Lydden Hill Race Circuit**

#### Justine Crush - Wootton Environment Protection Group

We are not 'nimbys', but concerned residents that Lydden Hill does not operate within its operating conditions as set out by DDC this results in increased noise and traffic they pay scant heed to environmental regulations, operate outside permitted times and operate on more days per year than is permitted.

Noise has been increasing over the past years in particular with the introduction of events such as drifting. It is not just the levels of noise we object to but the intensity and the type of noise. Drifting is the worst - the noise it produces is very dense.

We understand that a noise abatement notice is about to be served on Lydden Hill.

Noise from post race events - parties etc - a noise abatement notice was issued about this but late night evening events continue.

Environmental Impact Lydden Hill is in an area of outstanding national beauty. In 2014 DDC ANOB unit strongly objected to the increasing number of events that Lydden Hill was proposing - in particular 2 day events. Events cause pollution including toxic fumes, smells from spent fuel and burning tyres, haze and smoke; waste litter on and off site, sewerage waste and used tyres.

Traffic This issue falls between several stools - DDC says it is the responsibility of the Police and Highways Agency. The Police say it is not theirs and the Highways Agency says unless traffic causes a major jam it is not theirs!

Local Businesses Lydden Hill is of limited value to local businesses as catering is on-site and overnight camping is offered.

Lydden Hill Calendar A calendar of events is issued by Lydden Hill but additional events have been added with retrospective permission granted by DDC. Emails sent to DDC go unanswered.

### **14. Parishioners Question Time:**

It was reported that the Stagecoach bus, route number 15 (Canterbury - Sandown), does not stop at Lydden, Husks as stated in the timetable. It was agreed that the Clerk would investigate this matter. The location of dog waste bins in Shepherdsweil was mentioned.

Matters arising from the Annual Parish Meeting will be considered at the next Parish Council meeting (Wednesday 20 May 2015).

### **15. Closure of Meeting:**

The Chairman thanked the Vice-Chairman and Clerk for their work over the past year and to all Councillors for their public and community consideration given to all matters. A vote of thanks was offered to the Chairman for all his work on behalf of the Council over a great many years.

**Note:** Before the start of the meeting, gifts and votes of thanks were given to Councillors Jenny Wolfenden and Peter Mummery (a Parish Councillor for approximately thirty years) who both announced their retirement from the Council at the forthcoming election in May.

The meeting closed at 9:30pm

*Note: Minutes subject to approval at the next meeting*

Provisional bank reconciliation

Shepherdswell with Coldred Parish Council

**Financial year ending 31 March 2015**

**Prepared by:** Steven Durbidge. Clerk and Responsible Financial Officer \_\_\_\_\_

Date: \_\_\_\_\_

**Approved by: Barry Crush.** Chairman \_\_\_\_\_

Date: \_\_\_\_\_

Balance per bank statements as at 31 March 2015	£	£
Current account 90567285	1,409.35	
Business account 90567293	66,956.68	
NS&I account 138073796	1,958.53	
Petty cash float	0.00	
		70,324.56
Less: any unpresented cheques at 31 March 2015		
Cheque number:		
815	450.08	
821	385.00	
816	35.00	
		870.08
Add: any unbanked cash at 31 March 2015		0.00
Net bank balances as at 31 March 2015		69,454.48
Add: Value of investments		0.00
<b>Total Cash and Investments 31 March 2015 (Line 8)</b>		<b>69,454.48</b>
<i>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:</i>		
<b>CASH BOOK</b>		
Opening Balance		83,609.91
Add: Receipts in the year		43,371.42
Less: Payments in the year		57,526.85
Closing balance per cash book (receipts and payments book) as at 31 March 2015 (must equal net bank balances above)		69,454.48
Add: Value of investments as at 31 March 2015		0.00
<b>Total Cash and Investments 31 March 2015</b>		<b>69,454.48</b>