

## SHEPHERDSWELL WITH COLDRED PARISH COUNCIL

Minutes of a Parish Council meeting held in Shepherdswell Village Hall on Wednesday 18 November 2015 at 7:30pm

**PRESENT:** Councillors K Regan (Chairman), A Barter, B Crush, M Elgar, M Harris, G Peagram, C Pickaver, I Robertson, C White, A Williams  
7 Parishioners

**IN ATTENDANCE:** S Durbidge (Clerk to the Council)  
Dover District Councillors Peter Walker and Mog Ovenden (from item 143/2015)

**133/2015 Apologies:** Councillors M Cobb and R Edmond  
Kent County Councillor Geoff Lymer  
Kent Community Warden Julliette West

**Declaration of other significant interests:**

Cllrs M Harris & C Pickaver 141/2015ab; C Pickaver 137/2015ef; C White 140/2015f

**134/2015 Minutes of last Parish Council Meeting:**

Minutes of 21 October 2015 were proposed, seconded and approved as a true record.

**135/2015 Public Participation:** None

**136/2015 Clerk's Report** – on Matters Arising

- The concrete steps off Coxhill have been put out of use as required.
- Temporary allotment boundaries in Reed Meadow have been marked out.
- Coldred pond has been dredged and replacement duck house installed.
- Kent Highways parish seminar attended.
- Preschool accept in principle the proposed revised ground rental charge.
- Approved Scout event (126/2015a) now scheduled for Saturday 9 January 2016.

**137/2015 Finance:**

a) Balances as at 18 November 2015	£
Current Account	884.48
Business Account	72,985.40
NS&I Account - Village Hall	2,204.91
b) To approve payments	
Hart Lee Tree Surgery (Reed Meadow boundary – see 111/2015e&g)	972.00
H C Kennett (Safety work, fence repair etc, inc £112 Coldred Forum)	358.00
Access Solutions in Kent (Scaffolding steps off-Coxhill)	200.00
Landtech South East Ltd (Dredge Coldred pond – see 113/2015a)	2,592.00
Landtech South East Ltd (Reed Meadow kissing gates – see 084/2015c)	1,321.15
Landtech South East Ltd (Football pitch weed control – see 092/2014d)	138.00
Landtech South East Ltd (Storage & distribution of salt bags 3* years)	144.00
Information Commissioner (Annual registration fee)	35.00
English Landscapes (October)	459.08
The Play Inspection Company (Annual inspection of play equipment)	71.94
Cllr C Pickaver (Travel expenses - 18m at 0.45p/m)	8.10

S Durbidge (Expenses from 21/10/15 – 18/11/15)	16.64
Royal British Legion (2* Remembrance Day wreaths and donation)	100.00
Dover District Council (Election expenses contested and uncontested)	1,682.91
c) <b>It was resolved that</b> a request from DDC for a £10.00 contribution towards signs for Public Spaces Protection Orders be agreed.	
d) A report from Finance Committee Chairman concerning the Finance Committee meeting held on the 4 November was given.	
e) The following Finance Committee Minutes recommendations were considered: -	
i) <b>It was resolved that</b> a pension scheme be set up using the National Employment Savings Trust (NEST) to provide for a successor to the present Clerk.	
ii) <b>It was resolved that</b> a total of £22,000.00 be earmarked for Reed Meadow improvements, a changing room extension grant, traffic management measures, play area replacement fencing and benches. Parish Plan objectives C2.2 & T2.1.	
iii) <b>It was resolved that</b> recently purchased items (litter bins, kissing gates and telephone kiosk) be not valued individually for insurance purposes.	
f) <b>It was resolved that</b> the 'minded to' precept for the year 2016/17 be £37,992.00.	

### 138/2015 Planning

- a) The Planning Committee Chairman reported on one decision at the 18 November meeting (see Planning Committee minutes).

### 139/2015 Recreation Ground

- a) A report was received on a play area improvement working party meeting held on 3 November. A specification to replace all the existing play equipment was produced and three competitive quotes sought. Play areas containing items within the quotes are to be visited prior to producing a recommendation for Council.
- b) The play area improvement working party proposal of the expenditure of £28,000.00 on replacement play equipment was considered. Although quotes to replace existing play equipment were not available at the meeting, it was agreed that if possible the project be completed within the current financial year.

### 140/2015 Village Hall and Reed Meadow

- a) A report was received on an allotment working party meeting held on 10 November. The working party agreed the draft wording for lease and sublease for temporary allotments. **It was resolved that** the draft documents be circulated to all members of the Council. **It was resolved that** the Constitution of the Reed Meadow Allotment Association, draft lease and draft sublease be submitted to the Council's solicitor for consideration. Parish Plan objective C2.4.
- b) **It was resolved that** the proposed temporary allotment area be ploughed at a cost of £125.00 +vat.
- c) **It was resolved that** the Councils' solicitor be asked to draw-up a new 30-year lease for Shepherdswell Preschool (see 111/2015a).
- d) **It was resolved that** three quotes be obtained to demolish the Coxhill access steps and reinstate the landscape.
- e) **It was resolved that** the cheapest quote be accepted to refresh existing white line road markings and provide a new footway demarcation line along the access road. It was agreed that the provision of a new footway between the handrail and grass banking be considered at a future meeting.

- f) Hall Car Park: **It was resolved that** signage for village hall use, gateway chain, fixings, reflectors and padlocks are purchased for the entrance. Parish Plan objective T3.3.
- g) **It was resolved that** advice and site visit be arranged to agree suitable species to replace recently felled conifer trees and screen Preschool.

#### **141/2015 Village Greens**

- a) **It was resolved that** an application be made to the British Heart Foundation online grants management system for public access defibrillators for Coldred phone kiosk and Recreation Ground.
- b) **It was resolved that** a request for £100.00 to reinstate the banking and protect the liner around Coldred pond be agreed.

#### **142/2015 Highways**

- a) It was reported that for historic reasons when the footway was laid out, parked vehicles in a private area in front of 51 Eythorne Road make it necessary to walk in the road. It was agreed that a letter be sent to Kent Highways requesting that ways be found to make the footway continuous. To improve road safety, extending the footway over the railway level crossing was considered. It was agreed that a letter be sent to East Kent Railway Trust to enquire if they might agree to this proposal.
- b) **It was resolved that** a request from Approach Road & Hill Avenue Residents Assoc for 50% of the cost of two bulk bags of aggregate for road repairs (at £35.00 +delivery +vat) be agreed.

#### **143/2015 Other Items**

- a) Due to retirement, a new small works contractor will be required in the New Year. The process to select a replacement was considered. It was agreed that Cllrs K Regan, B Crush and M Elgar arrange an informal meeting with the candidates offering their services and produce a recommendation for the next meeting.
- b) The Council had previously written to the manager of the Coop store regarding forecourt advertising obstructing free passage for disabled persons but no reply was received. It was agreed that the Council now contact Kent Highways.
- c) Complaints have been received regarding the non-restoration of certain footpaths in the locality after ploughing. It was agreed that the Council contact KCC Public Rights of Way. Parish Plan objective C1.4.
- d) Recent correspondence regarding the Bricklayer's Arms (shown in the appendix to the agenda) was noted. Parish Plan objective C1.2.

#### **144/2015 Date of next scheduled meeting**

**Wednesday 20 January 2016 7:30pm in Shepherdswell Village Hall.**

Public and press are cordially invited. An agenda will be displayed three clear days before the meeting.

**145/2015 Closure of meeting:** The meeting closed at 9:00pm

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

Reports and Parishioners' Question Time at the Parish Council meeting held in Shepherdswell Village Hall on Wednesday 18 October 2015 at 7:30pm

Kent Community Warden Julliette West (written report)

Julliette has dealt with the following issues over the past month: -  
Door to door sales people, nuisance noise and lighting, dog fouling, stray animals, theft, welfare, trespass and victim support.

Julliette has been involved with the primary school to tackle on-going parking issues with peak school time parking and participating in several emergency planning training events.

Contact Julliette on 07969 584174

Police Community Support Officer, Tom Smith (verbal report via Cllr I Robertson)

Tom has been dealing with HGV problems and a local burglary for which the offenders have been identified and charged. Tom wishes to remind all residents to keep tools and fuel stores locked and out of sight.

Contact our Police Community Support Officer on 101 or [csu.dover@kent.pnn.police.uk](mailto:csu.dover@kent.pnn.police.uk)

DDC Councillor Peter Walker

Peter reported that CPRE Kent is to challenge the decision to grant planning permission for more than 600 homes at Farthingloe (Dover Western Heights). Peter suggested that if the houses were not built at Farthingloe, alternative locations in the locality would have to be investigated. Peter drew the meetings attention to regeneration benefits at Dover and Sandwich. Peter mentioned the 'State of the District' report which contains much useful information regarding planning. The document is available at: -

<http://www.dover.gov.uk/Corporate-Information/Census-and-Statistics/State-of-the-District.aspx>

Contact Peter on 07768 106009 or [works@msn.com](mailto:works@msn.com)

DDC Councillor Mog Ovenden

Mog reported that Southern Water is to carry out repairs to the sewage system that had been giving problems at The Glen for some time. Mog also mentioned funding requirements for the proposed 6' 6'' width restriction signage to restrict HGV traffic through Shepherdswell and Coldred from the A2.

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