

SHEPHERDSWELL WITH COLDRED PARISH COUNCIL

Minutes of a Parish Council meeting held in Shepherdswell Village Hall on Wednesday 20 January 2016 at 7:30pm

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

IN ATTENDANCE: S Durbidge (Clerk to the Council)

Kent County Councillor Geoff Lymer

Dover District Councillor Mog Ovenden

Kent Community Warden Julliette West

001/2016 Apologies: None

Declaration of other significant interests:

R Edmond and C White 008/2016a; C Pickaver 005/2016d

002/2016 Minutes of last Parish Council Meeting:

Item 139/2015a was corrected to include an adjournment for a parishioner to speak.

Minutes of 18 November 2015 were then proposed, seconded and approved as a true record.

003/2016 Public Participation:

Two members of the public spoke regarding item 008/2016d.

004/2016 Clerk's Report – on Matters Arising

- A donation of £655.00 has been received from Shepherdswell WI for the village hall car park (it was agreed that a formal letter of thanks be sent).
- Herbicide was applied to proposed allotment area in Reed Meadow. The History Society dug archaeological investigation trenches.
- Signage and restricted access for the village hall car park installed.
- Grant applications submitted for two public access defibrillators.
- To permit a changing room extension to be built and existing power cables to be run underground, a wayleave agreement was signed with UK Power Networks.
- The Council's solicitor has produced a draft lease document for Preschool.
- VAT claim submitted and refund received.
- Council NEST pension scheme set-up for eligible jobholders (Pensions Act 2008).
- It is reported that KCC Councillors, Tilmanstone Salads and Multipanel UK have pledged to bear some of the cost of a 6'6" HGV width restriction between Coxhill (and Coldred) to Pike Road. An evidence pack and formal application has been submitted to KHS (via DDC Councillor Mog Ovenden).
- The protection of the monument known as Rubery Butts has been discussed with the North Downs Way Officer and support from Nonington and Womenswold Parish Councils is being sought.
- Historic England is considering Shepherdswell war memorial for listing.
- Following recent flooding, Coldred pond overflow is to be cleaned or jetted by KHS. KHS intend to provide 'Flood' signs and 'Floodsax' for use at Coldred pond when needed.

- New white lines at the village hall have been applied by the contactor offering the lowest price.
- Pedestrian obstructions on the Coop store pavement were reported to KHS. KHS state that they cannot act in this matter as this pavement is owned by the store.
- The fascia of the gas governor at Meadow View was defaced by graffiti over the holiday period. Southern Gas Networks were informed and it was over-painted. Correspondence and verbal update

005/2016 Finance:

a) Balances as at 20 January 2016	£
Current Account	3,191.11
Business Account	65,491.16
NS&I Account - Village Hall	2,220.90

b) The following payments were noted since the last meeting	£
DDC (Public spaces protection order signs – see 137/2015c)	10.00
R K Signs (Village hall car park sign – see 140/2015f)	78.00

c) To approve payments	
English Landscapes (December)	459.08
H C Kennett (Safety work and reports, supply and lay play-bark, fix fence, car park access, etc) Note: Invoice covers two months work	558.00
Approach Road Residents Assoc (Type 1 aggregate) – see 142/2015b	46.80
S Durbidge (Expenses from 18/11/15 – 20/01/16)	103.73
S Durbidge (Salary from 01/10/15 – 31/12/15)	1,684.30
Post Office Ltd (PAYE)	206.80
Elite Linemarking Specialist	300.00

- d) It was resolved that the precept for the financial year 2016/17 be £37,453.00 less compensating grant £478.79 = £36,973.75 be agreed (see attachment below).

006/2016 Planning

- a) The Planning Committee Chairman reported on two decisions at the 2 December and two decisions at the 20 January meetings (see Planning Committee minutes).

007/2016 Recreation Ground

- a) It was reported that three quotes have been received to provide new play area equipment. The quotes need further work to resolve certain issues and members of the working party are to visit local sites and inspect similar equipment as that quoted. It was agreed that the working party would meet next week and report to the February Council meeting.

008/2016 Village Hall and Reed Meadow

- a) A request from the Village Hall Management Committee for a contribution towards the cost of automating external lighting (including roadway bollards) was considered. **It was resolved that** as the automated lighting was external, the Council reimburse the Management Committee £285.00 for this work.

- b) Two quotes to remove and landscape former access steps from Coxhill were considered (three quotes were sought). **It was resolved that** a quote from Landtech SE at £1,096.00 +vat be accepted.
- c) The construction of a new pedestrian pathway outside the access roadway handrail was considered. **It was resolved that** three quotes be sought.
- d) A report on a working party meeting with the Shepherdswell and Coldred History Society regarding Reed Meadow, archaeology and allotments was given. **It was resolved that** the provision of temporary allotments be delayed to enable the History Society to carry out a new geophysical survey at Reed Meadow. A decision regarding time for possible excavation work will be considered by the Council at the next meeting before the area is cultivated for allotments.
- e) **It was resolved that** a lease for the Reed Meadow Allotment Association for temporary allotments at Reed Meadow be approved in principle.
- f) **It was resolved that** quotes be obtained for a length of new boundary fencing from Coxhill to Reed Meadow (beside village hall).
- g) A report on working party meeting to consider planting to replace conifer trees was given. **It was resolved that** a quote for stump grinding and a quote for the planting of a Beech hedge (in alternate blocks of copper and green foliage) be accepted.

009/2016 Highways

- a) A report of parked vehicles causing obstruction and preventing bus movements/emergency services at Shepherdswell Green on school day afternoons was given (see Parishioners Question Time Minutes 20/01/16). **It was resolved that** DDC Parking Services be asked to attend on a number of afternoons to enforce parking regulations and prevent parking causing an obstruction.

010/2016 Other Items

- a) A report on working party meeting regarding small works contractor was given. **It was resolved that** Mr K Beale be the Councils' preferred contractor. A vote of thanks was offered to Mr H Kennett who retired after many years in the role.
- b) A request from the Sandwich Sports & Leisure Centre Trust for a meeting regarding sporting and keep-fit facilities was considered. **It was resolved that** the offer of a meeting be accepted.
- c) The formation of a steering group to set up a Community Land Trust was considered. It was agreed that Cllrs M Cobb, B Crush, M Elgar and M Harris join with other interested volunteers with the aim of arranging a public presentation and discussion on setting up a Community Land Trust.
- d) Recent correspondence regarding the Bricklayer's Arms was noted.

011/2016 Date of next scheduled meeting

Wednesday 17 February 2016 7:30pm in Shepherdswell Village Hall.

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

012/2016 Closure of meeting: The meeting closed at 9:15pm

Note: Minutes subject to approval at the next meeting

PRECEPT FOR YEAR 2016/17:

Estimated total net expenditure 2016/17		£	
			32,324
ADD FOR:	(a) contingencies (25% of net expenditure)		8,081
	(b) working balance		<u>1,000</u>
			41,405
LESS:	Expected balances in hand as at 31 March 2016	25,953	
	LESS: Earmarked reserve for:		
	Changing Room extension grant		
	Play area fencing and benches		
	Reed Meadow improvements		
	Traffic management measures		
	Total earmarked reserves	<u>22,000</u>	
			3,953
	Precept:		<u><u>37,453</u></u>
	Less: Compensating grant received		478.79
	Precept Demand:		<u><u>36,973.75</u></u>
Annual D Band Parish Council Tax 2016/17 =	£50.52 with D band base rate of 731.93 =	Increase =	3.01 %
			£0.97 per week
Annual D Band Parish Council Tax 2015/16 =	£49.04 with D band base rate of 732.71 =		£0.94 per week

Note: 'Governance and Accountability for Local Councils - A Practitioners' Guide' (England) March 2014 s.2.26 states: - Earmarked reserves, which are set aside for specific purposes and for savings for future projects, should be realistic and approved by the council. However, the amount of general reserve should annually be risk assessed and approved by the council.'

Reports and Parishioners' Question Time at the Parish Council meeting held in Shepherdswell Village Hall on Wednesday 20 January 2016 at 7:30pm

Kent Community Warden Julliette West

Julliette has dealt with the following issues over the past months: -
 Speeding and parking issues, including parking problems at Shepherdswell Green and on School route - Julliette has worked with Sibertswold School in producing and handing out leaflets to all parents. She has attended the Green several times and reported the problem to Parking Services at DDC and the Community Safety Unit to raise their awareness of the issue. Recent concerns have been raised over multiple HGV obstructions and disruptions, especially in Coxhill. She has offered to carry out a traffic survey and reported the issue to the Community Safety Unit. Regarding a recent HGV petition set up by a resident, Julliette reported that evidence e.g. registration numbers are needed for action to be taken.
 Localised flooding and blocked drains raised with Highways. Concerns have been raised over drones and a report of a prowler/trespasser and burglaries.
 Fly tipping reported to Environmental Health, noise nuisance (barking dogs), boundary hedges and welfare enquiries dealt with, litter, dog fouling problems and doorstep sellers in the run up to Xmas. PCSO partner working.

Contact Julliette on 07969 584174

DDC Councillor Mog Ovenden

Mog reported on a consultation regarding the location of a new Dover Leisure Centre and the setting of the DDC tax base. Mog reported on a recent Highways England exhibition at Dover Town Hall regarding Operation Stack proposals – and the lack of Operation Stack signage at A2 junctions (to the east). HGV speed and traffic pollution into Dover was also mentioned. On the spot fines for illegally parked HGV's are being imposed by Kent Police. Mog mentioned further work she has undertaken on a proposed 6'6 width restriction for Coxhill and Coldred with the support of the Parish Council. It was noted that signs on the A2 before width restricted turn-offs will be required.

Contact Mog on 07775 193462 or cllrmogovenden@dover.gov.uk

KCC Councillor Geoff Lymer

Geoff reported on his dealings with the Kent Police and Crime Commissioner regarding action taken on illegal HGV parking. Littering by certain foreign drivers is also a problem during Operation Stack. Geoff reported that the mobile library service is looking to make savings by reducing the number of stops, especially where two or fewer users generally visit.

Contact Geoff on 03000 411009, Mobile: 07960 490929, Email: geoff.lymer@kent.gov.uk