

SHEPHERDSWELL WITH COLDRED PARISH COUNCIL

Minutes of a Parish Council meeting held in Shepherdswell Village Hall on Wednesday 19 November 2014 at 7:30pm

PRESENT: Councillors B Crush (Chairman), R Edmond, M Elgar, P Haselgrove, P Mummery, G Peagram, C Pickaver, K Regan, I Robertson, C White, J Wolfenden
15 Parishioners

IN ATTENDANCE: S Durbidge (Clerk to the Council)

Dover District Councillor Mog Ovenden

Police Community Support Officer, Tom Smith

Kent Community Warden Julliette West

129/2014 Apologies: Councillor K Catt

Kent County Councillor Geoff Lymer, Dover District Councillor Peter Walker

Declaration of other significant interests: Councillors B Crush, R Edmond, C White 137/2014ac; C Pickaver 140/2014a, 141/2014a; P Mummery 141/2014a.

130/2014 Minutes of last Parish Council Meeting: Minutes of 15 October 2014 were proposed, seconded and approved as a true record.

131/2014 Public Participation:

One member of the public spoke regarding item 137/2014b.

One member of the public spoke regarding item 137/2014d.

132/2014 Clerk's Report – on Matters Arising

- At a site visit to consider possible Scout Hut/changing room extension, UK Power Networks suggested that existing overhead power cables may be relocated underground. The location of a substation was considered at second site meeting.
- An inclusive play swing seat has been installed in the children's play area.
- Landtech Ltd has agreed to store a free-issue KCC salt bag for parish use.
- KCC enforcement is investigating a new field entrance in Westcourt Lane.
- Council response submitted to KCC regarding community warden consultation.
- Emergency exit routes at the village hall have been cleared of scrub vegetation.
- A meeting has been requested with East Kent Railway.
- Site meeting held regarding the Network Rail boundary on new land.
- Additional information submitted to DDC regarding car park extension planning.
- A donated bench has been installed and memorial tree replaced at the Cemetery.
- A length of neglected verge in Westcourt Lane has been cut by KCC Highways.
- VAT refund of £1,549.72 received.
- The Editor advises that the 'Shepherdswell & Coldred News' is to be printed by an outside company.

133/2014 Councillor Letter of Resignation:

The Chairman read to the meeting a letter of resignation received from Councillor Peter Haselgrove due to his impending relocation to Thanet. The Council offered sincere thanks to Councillor Haselgrove for all his work and support since joining the Council in January 2009.

134/2014 Finance:

a) Balances as at 19 November 2014	£
Current Account	2,419.38
Business Account	60,342.84
NS&I Account - Village Hall	1,794.06
Car Park a/c	3,604.73

b) To approve payments	
English Landscapes (October)	450.08
Information Commissioner (Annual registration fee)	35.00
H C Kennett (Clear hall fire escapes & gully, fit retaining posts to gates.	526.50
Repairs to youth shelter & safety work, repair Coldred Green seats, etc)	
TRM Groundworks (Speed humps Approach Road at 50% cost)	450.00
Cllr C Pickaver (Travel expenses - 18m at 0.45p/m)	8.10
Royal British Legion (2 * Remembrance Day wreaths and donation)	100.00
S Durbidge (Expenses from 16/10/14 – 19/11/14 inc toner & plans)	92.60

c) A report from Finance Committee Chairman concerning the Finance Committee meeting held on the 5 November was given.

d) The following Finance Committee Minutes recommendations were considered: -

i) **It was resolved that** the remaining car park funds are transferred from NS&I postal account to the NatWest business account (£9,642.61).

ii) **It was resolved that** Freedom of Information charges be revised to 40p/ sheet.

iii) **It was resolved that** a member (other than the Chairman) verifies bank reconciliations at least once in each quarter and at each financial year end.

iv) **It was resolved that** internet banking transfer procedures be investigated.

v) **It was resolved that** a fresh tender be sought for grounds maintenance for 2015.

vi) It was agreed that charges and facilities at local allotment sites be researched to assess the payback period for notional capital allotment expenditure.

vii) **It was resolved that** insurance cover is considered adequate and sufficient.

viii) **It was resolved that** the Clerk's hours be increased from 16 to 16.5 hours/week.

e) **It was resolved that** the 'minded to' precept for the year 2015/16 be £36,620.00 (less any compensating grant).

135/2014 Planning

a) The Planning Committee Chairman reported on six decisions at the 19 November meeting (see Planning Committee minutes).

136/2014 Recreation Ground

- a) **It was resolved that** an offer from Spartans FC to install a French drain along the foot of the bank free of charge be approved providing no trip hazard is created.
- b) A request from Spartans FC for a post and wire fence to be located between the football pitch and The Plantation was considered. It was agreed that a safer solution would be a length of plastic netting and posts, set up on match days.
- c) Updates to the Scout Hut/changing room storage extension proposal were considered. **Meeting adjourned to hear member of the public speak regarding item 136/2014c. Meeting reconvened.** Although formal approval from the Scouts to build on to the end wall of the Scout Hut is awaited, **it was resolved that** the Council is willing to grant a 2m extension to the letter of intent previously approved (see 021/2014a).

- d) **It was resolved that** the wording proposed for signs at each gate to the play area be agreed (see 122/2014b) and the cost brought to the next meeting.
- e) **It was resolved that** an estimate of £320.00 to cut back trees and shrubs on bank (leaving Walnut tree and trees at eastern end) and clear rubbish be accepted.
- f) **It was resolved that** a quote of £120.00 +vat to cut overhanging branches etc top pitch (east and west boundaries) with tractor mounted hedge cutter be accepted.

137/2014 Village Hall

- a) Sign regarding use of car park: **It was resolved that** the proposed wording be agreed and that the cost of a sign of suitable size be brought to the next meeting.
- b) Shepherdswell and Coldred History Society, proposed event: **Meeting adjourned to hear member of the public speak regarding item 137/2014b. Meeting reconvened. It was resolved that** the History Society be permitted to carry out a geophysical survey of the new meadow.
- c) Shepherdswell Preschool Lease: It was reported that an informal meeting had been held with Preschool on 13 November regarding a new 30-year lease (the present lease expires on 30 December 2016). **It was resolved that** to assist in grant funding, a letter be sent to Preschool stating lease negotiations have started and once the terms and conditions are agreed it will be finalised.
- d) Provision of temporary allotments: An Allotment Steering Committee has submitted initial plans to the Council as requested. It was agreed that a working party of Councillors will meet on 10 December to consider the proposals. A meeting with the Allotment Steering Committee will be arranged later. Local allotment facilities and charges are to be researched. Parish Plan objective C2.4.
- e) **It was resolved that** specified fencing be erected at the meadow boundary agreed with Network Rail. **It was resolved that** that two quotes be sought with the work undertaken by the lowest.

138/2014 Cemetery

- a) **It was resolved that** a quote of £95.00 +vat to repair an unsafe headstone be accepted (the owners cannot be traced).
- b) **It was resolved that** a quote of £300.00 +vat for hedge cutting (inc. Meadow View) be accepted.

139/2014 Highways

- a) A Kent Highways Seminar was attended on 7 November. Kent Highways reported on severe budget cuts, plans to increase partnership working involving both public and local councils, improved reporting arrangements for fly-tipping and the procedure for road gully clearance.
- b) A report on a site meeting with Kent Highways regarding flooding problems caused by blocked gullies in Eythorne Road was given.
- c) **It was resolved that** Cllr G Peagram would respond to the KCC Highways Transportation and Waste Survey 2014 on behalf of the Council.

140/2014 Public Access Defibrillator

- a) The November issue of the 'Shepherdswell & Coldred News' asked for feedback regarding the proposed provision of public access defibrillators. It was reported that five responses had been received to date, four of which were positive. It was reported that a defibrillator might be at the White Cliffs Medical Centre and the

local Coop store. It was agreed that enquires would be made to see if these devices (if present) could be made publically available.

141/2014 Other Items

- a) The 'Tree Condition Survey Report 2014' circulated previously was considered. **It was resolved that** the Tree Surveyor be commissioned to escort three suitable contractors around the work in order that three quotes be obtained.
- b) East Kent Railway: A number of noise nuisance complaints had been received by the Council. **Meeting adjourned to hear member of the public speak regarding item 141/2014b. Meeting reconvened.** It was agreed that a letter be sent to DDC Environmental Health regarding whether the noise is compatible with the established use of the site. It was agreed that a meeting be held at EKR premises on 29 November (time to be confirmed).
- c) It was agreed that Cllrs M Elgar and P Mummery will attend the Dover District Annual Town and Parish Meeting on 8 December.
- d) It was noted that the draft 'Dover District Parish Charter' has been added to the correspondence folder and that comments should be submitted to KALC before Xmas.

142/2014 Date of next scheduled meeting

Wednesday 21 January 2015 7:30pm in Shepherdswell Village Hall.

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

143/2014 Closure of meeting: The meeting closed at 9:25pm

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 19 November 2014 at 7:30pm

Kent Community Warden Julliette West

Julliette reported on the following matters dealt with over the past month: - Stray animals (with Dog Warden), motorcycle noise nuisance, fly tipping, parking problems and speeding traffic, traffic obstructions, thefts involving vehicles and outbuildings, flooding problems, scam mail/email matters and welfare issues.
Julliette has been involved in Flood Warden training, Emergency planning, Trading standards (scan email project) and co-ordination with Kent Fire & Rescue and Kent Police.

Police Community Support Officer, Tom Smith

Tom reported on a recent burglary and subsequent local search at which the stolen items were recovered. Police information leaflets regarding home security measures were issued.

DDC Councillor Mog Ovenden

Mog issued a stock of emergency waste sacks and reminded parishioners not to permit inappropriate substances to enter the sewage waste system.
Mog spoke about the recently introduced Community Trigger: -
The Community Trigger is a process you can use to ask agencies to review their response to anti-social behaviour or hate incidents you have reported. You can use the Community Trigger if you have reported three separate incidents within the past six months to the police, the council or your housing provider. You can activate the Community Trigger on behalf of someone else if you have their written consent.

