

Smeeth Parish Council
Minutes of the Annual General Meeting
Held on Wednesday 9th May 2018 at 7.00pm at Brabourne Baptist Church

1. Present	Action
<p>Cllr Herrick (Chairman) (DH), Cllr Thorpe (Vice-chairman) (GT), Cllr Mrs Alford (HA), Cllr Mrs Morey (JM), Cllr Mrs Nyssens (AN), Cllr Mrs Pereboom (VP), Cllr MacPhee (CM) and Mrs Wood (Clerk) (SW). Four members of the public were present.</p>	
<p>2. Apologies Apologies were received from Cllr Miss Martin and Cllr Howard (ward members).</p>	
<p>3. Declarations of Interest There were no Declarations of Interest.</p>	
<p>4. Election to Parish Council roles Resolved: That the following be elected: Chairman: Cllr Herrick Vice-chairman: Cllr Thorpe Planning Committee: Cllr Thorpe (Chairman), Cllr Mrs Pereboom, Cllr Herrick but applications thought to be contentious will be referred to the whole Parish Council Playing Field representative: Cllr Herrick Village Hall representative: Cllr Thorpe Village Caretaker Management Committee: Cllr Mrs Morey KALC: Cllr Mrs Morey Community Led Plan representative: Cllr Herrick Emergency Plan representative: Cllr MacPhee</p>	
<p>The Chairman advised that a representative to the J10A Working Group is no longer required, given that the works have started. Updates will be sent to the Chairman and Cllr Mrs Pereboom who will inform the Parish Council. The Chairman noted that the work has resulted in significant deterioration of the condition of the A20 between Pilgrims Hospice and Bockham Lane, a formal complaint will be sent to Highways England.</p>	
<p>5. Declaration of Acceptance of Office The Declaration of Acceptance of Office was signed by Cllr Herrick and received by the Clerk, the Proper Officer of the Parish Council.</p>	
<p>6. Adoption of the General Power of Competence Resolved: That Smeeth Parish Council satisfies itself that it continues to meet the eligibility criteria for the Parish Councils (General Power of Competence) (Prescribed Conditions) 2012 adopted at its meeting held on 20th May 2015; such Power ceasing to have effect if the criteria cease to be met and unless a further Resolution is passed at the Annual Meeting of the Parish Council.</p>	
<p>7. Appointment of Internal Auditor The Clerk advised that the internal audit function must be sufficiently independent from the management of financial controls and procedures of the Parish Council. The person carrying out internal audit must be competent to carry out the role in a way that meets the business needs of the Parish Council. The internal auditor must not have any involvement in the financial decision making, management or control of the Parish Council, or with the Council's financial controls and procedures. The Clerk advised that Mr John Coupe, the Parish Council's internal auditor, has indicated a wish to step down because of other commitments. A replacement is being sought.</p>	

<p>8. Minutes Resolved: That the Minutes of the Parish Council Meeting held on 7th March 2018 be approved and confirmed as a true record.</p> <p>9. Open Session The meeting was suspended to allow members of the public present to raise matters of concern with the Parish Council.</p> <p>The Parish Council was thanked for its work, and endorsement given for any pressure the Parish Council can bring to bear on Highways England on the condition of the A20.</p> <p>The meeting was reconvened.</p> <p>10. Matters Arising 10.1 War memorial: Fundraising continues, with £1800 having been raised to date of the £6000 needed. Upcoming events include: A quiz sheet to identify 40 pictures (entry £1, quiz sheets are available at Stephen Moore, Estate Agents). An Evening's Entertainment in the village hall on 2nd June, to include music, a magician, a fish and chip supper. Tickets cost £10, children half-price. A Coffee Morning in Brabourne Baptist Church, donations will be invited; Dr Emma Haan (Kent University) will give a 10-minute talk. There will be a Bring and Buy table and a Blind Auction for a watercolour of Canterbury by Graham Lilley. Cllr Howard's grant of £500 is awaited and further funds have been pledged; the De Haan Charitable Trust is supportive. The War Memorials Trust has indicated that it will make a contribution for renovation of the Memorial, but not the area surrounding, confirmation in writing is promised by May 14th. The application for a Faculty to the Canterbury Diocese was submitted in March and the outcome awaited. The site around the Memorial will be cleared by Jamie Butler in August, after which Cleverley & Spencer (Monumental Masons) will refurbish the Memorial. The Bishop of Dover will rededicate the Memorial at a service in September, to which the Parish Council will be invited. 10.2 Horse and Rider safety: Cllr Nyssens advised that she is organising a hack though the village on 10th June to promote rider safety and the need for bridleways. Up to 20 riders may take part, riding in single file through the village. Riders will wear high-vis T-shirts with the logo 'We'd rather be riding off-road'. A number of critical comments had initially been posted on the community Facebook page, but these had changed and are now positive. Landowners will be asked if they are willing to change footpaths to bridleways. Cllr Mrs Nyssens reported that she is working with the British Horse Society to identify 'lost' bridleways, using old Ordnance Survey maps; the only existing bridleway (near Brabourne School) is contaminated by litter and broken glass and is not, therefore, safe for use by horses. Pilgrims Way is an alternative but is a BOAT [Byway Open to All Traffic] and therefore used by motorcycles; horse riders can only reach Pilgrims Way by road. Cllr Mrs Nyssens asked if permission would be needed for the hack. The Vice-chairman advised that permission is needed from the Police for motor vehicle convoys of more than 12 vehicles, and suggested that the Police be contacted for verification. 10.3 DPI forms: Completed forms should be sent to the Clerk. 10.4 Joe Farm noise: No drying has been carried out of late and therefore there has been no noise nuisance. Mr Courage is liaising with ABC re remedial action before drying recommences. It is known that the farm is being rented by a new tenant who is to meet the agent, the purpose of the visit is unknown. Regulations re overnight usage are unknown. The Chairman noted the need to ensure that the best practicable means are used to mitigate the noise nuisance. Cllr Howard had offered help, the Clerk to follow-up.</p> <p>11. PCSO report No report in the PCSO's absence, the Clerk to ask for a report if the PCSO cannot attend a meeting. A new Community Warden has not yet been appointed, the Clerk to follow-up. The Kent Police Rural Liaison Team Report and Rural Matters magazine were circulated. Cllr MacPhee and Cllr Mrs Nyssens reported that they had been invited to participate in the Rural</p>	<p>SW</p> <p>AN</p> <p>SW</p> <p>SW</p> <p>SW</p> <p>SW</p>
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Crime Survey; if a similar invitation is received this will be circulated to other councillors. Cllr MacPhee stated that his response included a lack of contact from the PCSO and no visible Police presence in the village.

CM

12. Financial Report

12.1 To approve the Annual Governance Statement

Resolved:

That the Annual Governance Statement be approved.

12.2 To approve the Statement of Accounts for the year

Resolved:

That the Statement of Accounts for the year be approved.

12.3 To agree payments in accordance with the Budget

Resolved:

That the following payments be agreed in accordance with the Budget:

Payments

Details	£
P Rodway (salary)	1162.64
HMRC (P Rodway)	255.01
P Rodway (Q4 mobile)	25.00
KCC re Pension scheme (P Rodway pension)	372.91
Zurich (vehicle insurance – caretaker)	556.85
FuelGenie (caretaker fuel)	40.01
T Denne & Sons (caretaker storage)	108.00
KCC re Pension scheme (P Rodway pension)	379.64
HMRC (P Rodway)	269.92
P Rodway (salary)	1168.80
P Rodway (expenses)	19.10
FuelGenie (caretaker fuel)	182.43
S Wood (salary)	315.39
S Wood (salary)	315.39
S Wood (expenses)	9.29
B Podd	140.94
T Denne & Sons (caretaker storage)	108.00
Lister Wilder	85.62
KALC (annual subscription and training)	415.44
Zurich Municipal (insurance premium)	614.20

Receipts

Details	£
ABC Precept	11523.50
ABC Concurrent Functions Grant	185.00
ABC Council Tax Support Grant	290.00
Smeeth Field rent	175.00

Balance £ 50163.68 as at 9th May 2018

Following the sad death of the tenant and the family's wish to continue renting, a revised lease for Smeeth Field will be brought to the next meeting.

13. Planning Committee report

The Vice-chairman reported that three applications had been received:

Briar Cottage, The Ridgeway. New double garage and workshop. The Planning Committee commented that there are concerns that the proposed ridge height of 4.75m would be visually

intrusive and impact on the neighbouring property (Acorn House).

Mersham Le Hatch Business Village. Change of use of garage block to two commercial units. The Planning Committee had no objection.

Builders Yard. Seven new dwellings. The Planning Committee objected to the application: the entrance to the site is too narrow; there is insufficient parking provision; the turning space for delivery vehicles is inadequate. It is thought that the proposed 4- and 5-bed dwellings are the wrong type of housing for the village.

14. Management of development in the parish

Discussion was deferred until the next meeting. It was noted that works have begun behind The Plough, but thought likely to be testing the subsoil for contamination arising from spoil dumped on site previously. There are indications that a planning application for an additional two bungalows will be submitted.

15. Local Plan to 2030

The Chairman reported that the Examination in Public is ongoing. Cllr Miss Martin and a number of parish representatives had spoken at the inquiry regarding inclusion of the Village Protection Policy in the Plan. On counsel's advice neither Smeeth nor Brabourne participated because of the Hospital Field appeal, which will be reopened for 10th and 11th July. The Village Green Application will be determined at a public inquiry.

16. KALC representative report

Cllr Mrs Morey reported on the meeting of 14th March at which an update was given by the Head of Planning on planning issues; ABC now claims to have a 5-Year Housing Land Supply. The next meeting will be on May 16th, Cllr Mrs Pereboom hopes to attend.

17. Update on J10A | Working Group

See Item 4.

18. Footpaths and Highways

18.1 Parking at Sandy Place. ABC's Tree Officer (Phil Cook) has put forward a counter proposal under which the sycamore would be retained and suggested that a meeting be arranged with Anthony Crossley (ABC Housing). This has been requested by the Clerk and a date is awaited.

18.2 Flooding near The Woolpack. Three gullies were blocked by debris leading to flooding after rain. This was reported to Highways on numerous occasions without success, notwithstanding efforts by the county councillor to expedite works. However, the work has now been carried out.

18.3 Cllr Mrs Alford expressed concerns that developments give rise to increased traffic but with no concomitant additional provision of footways, eg for walking to Smeeth School. The Chairman noted that developments have accompanying S106 agreements and it may be possible to use the money from these agreements for this purpose. Cllr MacPhee recommended that a list of possible projects for S106 monies be drawn up, the Chairman agreed. Cllr Mrs Alford regretted the pressure on small villages which is in addition to larger developments such as Otterpool, she felt there is no joined-up thinking on infrastructure. The Chairman noted that this may be partly covered by the Village Protection Policy.

19. Community Led Plan and Emergency Plan

Community Led Plan: See Michael Hinchliffe's report (appended to the Minutes).

Emergency Plan: Cllr MacPhee reported that he had held two meetings with Steve Reeves who is a professional crisis planner, who has agreed to take on the coordinator's role. If thought necessary a public meeting will be held to relaunch the scheme. Steve Reeves has suggested that the village be divided into areas and is contacting volunteers. Cllr MacPhee stressed the need for both Parish Councils to liaise with the co-ordinator re his brief, this will include a short statement on the remit of the Emergency Plan. A list of those with, eg 4 x 4 vehicles, chainsaws, leaders of Incident teams and where they can be found, is needed. A meeting will be arranged with Steve Reeves, to be attended by the Chairman, Cllr MacPhee, the Brabourne Parish Council chairman and the Brabourne Parish Council Emergency Plan representative.

SW

<p>20. Village caretaker scheme Cllr Mrs Morey reported that the scheme continues to go well. Any issues should be reported to the Clerk, including works that need doing such as street signs that need cleaning, hedge cutting, mowing. The Caretaker Committee has met and is drawing-up a 3-year Business Plan; Cllr Mrs Morey noted that the original budget had not allowed for depreciation. The Committee will next meet on 17th May at 10am at which the Business Plan will be discussed, and the contribution from the Parish Councils in the cluster for the year 2018-19 agreed. Cllr MacPhee stated that since the start of the scheme all of the feedback that he had received has been positive.</p> <p>21. Speedwatch Due to bad weather, sickness and the unavailability of volunteers, there were only two sessions in April and none in March. Five sessions have been arranged for May. On 20th March 20 offenders were logged from a total of 67 vehicles; six warning letters resulted. On 26th March 7 offenders were logged from a total of 77 vehicles; one warning letter resulted. There was no information as to the location, but Cllr Mrs Pereboom noted that the aim is to reduce traffic speed. The Chairman advised that the Speedwatch team now has sufficient equipment to monitor traffic in both directions.</p> <p>22. Local Needs Housing The results of the Community Led Plan's survey will be circulated. It may be necessary to ask for more information.</p> <p>23. Playing fields The Chairman reported that the AGM was held on 19th April and the Minutes will be circulated when available. The Association finances are in order. The PFA Chairman is asking for written confirmation from the agent that non-payment of the peppercorn rent over a number of years will not lead to a loss of the facility. It was noted that the PFA Chairman has an evidence trail of attempts to communicate with the agents re payment of the rent.</p> <p>24. Commemoration of the centenary of the end of WWI Cllr Mayland (Brabourne Parish Council) is liaising with George Jessel re lighting a beacon on the trig point. Participants will view from a distance because of the lack of parking and difficulty of access.</p> <p>25. Correspondence All correspondence has been circulated.</p> <p>26. Any Other Business 26.1 The Chairman attended the St George's Day parade on 22nd April. 26.2 New Model Standing Orders have been issued by NALC, and take account of legislative changes. These will be reviewed and adapted for the Parish Councils' purposes by the Chairman, Clerk and Mike Hickmott (Brabourne Parish Council Chairman). 26.3 Otterpool Park. Cllr Mrs Alford and Cllr Mrs Morey attended a public exhibition on the proposals for 12,000 homes to be delivered over a 35-year period. Their comments are appended to the Minutes. 26.4 Concerns were expressed re the speed of large agricultural vehicles and standard of driving, including damage to the verge in Lees Road. The Clerk to follow-up. 26.5 Dog waste bins: The bin opposite Manor Leaze needs emptying more frequently. A request has been received for an additional bin on Plain Road between Warren Heights and the junction with Canterbury Road. 26.6 Policies and procedures relating to the General Data Protection Requirement will be brought to the next meeting.</p> <p>25. Date and time of next meeting Wednesday July 11th, 7.00pm in Brabourne Baptist Church.</p> <p>The meeting closed at 9.05pm.</p>	<p>SW</p> <p>DH/SW/MH</p> <p>SW</p> <p>SW</p>
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Agenda item 19: Community Led Plan report

Here is a report on our activities since the last Parish Council meeting.

Work on the CLP has been focused mainly on getting everything sorted out for starting work on the basketball hoop. As you may imagine there has been quite a lot of individual actions to set up and equipment and materials to organise but we are just about there on that front. We will be conducting a risk assessment on the 7th May, we will be putting up security fencing and marking out the site on the 11th and starting work proper on the 12th. We hope to have all the work finished by the 25th bearing in mind that all the work will be undertaken by volunteers. We hope to organise a small 'Handing Over' event to the PFA shortly afterwards.

An order has been placed for the outdoor gym equipment but that project will not be starting in earnest until the basketball hoop is finished as the work will be undertaken by the same small group of volunteers.

We have also received a grant of £2,500 towards the outdoor gym from ABC.

Finally on the 10th April Clare Bell, the new KCC Councillor who has taken over from Andrew Wickham, spent a few hours with me being shown around our community while we discussed the aims and ambitions of the CLP.

Agenda item 26.3: Comments on the Otterpool Park public exhibition
Cllr Mrs Alford:

Jackie and I attended the meeting yesterday evening, it was extremely interesting and I have collated some notes to share with you, so the information can be taken into consideration when formulating the parish's response to the consultation.

The meeting was chaired by Andy Jarrett. There was representation from Hythe, Monks Horton (2 members) and Aldington.

The slides are being forwarded to the Clerk on our request to disseminate to the rest of the parish councillors.

The proposal is enormous - 12,000 houses (although this may fall to 10,000) and in reality will cause major disruption to the villages surrounding it for the rest of our lifetimes. The project is planned to be in place over 35 years, encompassing Westenhanger Station and it includes moving part of the A20 at the top end.

They propose that the Garden village would create 8,000 jobs, When we asked what sectors would host these jobs, Andy suggests that at least 50% would be in the creative sector. Given that there is already heavy investment in this in Folkestone itself we asked if they were not already at saturation point with 'creative sector employment'.

Other issues raised were Operation Stack and what proposal they would put in place for this event, given that it's fairly regular occurrence and was the undoing of the War and Peace show in recent years when the M20 and A20 ground to a halt for days. There is no plan for a Lorry park now (not that we want one nor will the people buying these houses).

The representative from Monks Horton Parish Council had done some excellent research into Affinity and their concerns over water supply, Affinity have in fact previously published and orated at previous council meetings that it's not possible and have now apparently said it is. Andy said they will be drawing down water from Dover reservoir and as we all pointed out they have the same rainfall there as we do!!!!

The plan is to start with 8,500 homes to be built in stages. They are looking to keep density of building low.

There will be a High Street, with some of the units initially being let out as residential until they can fill them with shops.

There will eventually be 2 secondary schools and 5 primary schools.

They have the support of Homes England despite not getting the £80 million they bid for .They want to include 10% self and custom build.

They cannot rule out selling parts to developers under an agreed scheme which they would remain in control.

They will cover additional pressures on local government resources through article 106 (I have no idea what that involves, but he threw it in at every opportunity, in response to our questions).

The meeting was cordial and those present all had comments and questions for Andy to respond to, he was well versed in his responses but there was little depth to the answers. The responses come from research made to date in the viability of the project. The slides will give you a better understanding of the scale of the project.

Whilst we all appreciate it is a 'done deal' and we have little chance of it not happening, it is in principle unnecessarily large and twice the size of the garden city Canterbury propose to build and will, as I reiterate, be a permanent disruption to us and our parishes for many years to come.

Cllr Mrs Morey:

Foundations of a Roman house and Roman coins have recently been discovered where trenches are being dug on the land opposite the racecourse. They anticipate finding other Roman sites during the course of the project.

Public and stakeholder consultation with the Environment Agency and Affinity Water and other businesses will take place in June 2018, with the planning application submission in September 2018.

Westernhanger Station to accommodate HS1 train with a new car parking area for the station although there will be emphasis on walking and cycling access for users to new schools shops etc.

The proposal is for 22% affordable homes and housing to be 25% flats and 75% houses.

There is a proposal to reroute the existing A20 at Newington Green to assist traffic flow but the pinch point at Sellindge where the A20 is currently controlled by traffic lights as it passes under the railway bridge (where the Mucky Duck Pub used to be) remains a problem yet to be resolved.

Gas supply to be put in although currently there is no gas in Sellindge or Aldington.