

Smeeth Parish Council
Minutes of a Meeting held on Wednesday 1st July 2015 at 7.00pm
Brabourne Baptist Church

1. Present	Action
<p>Cllr Herrick (Chairman) (DH), Cllr Mrs Morey (JM), Cllr Mrs Pereboom (VP), Cllr Hinchliffe (MH), Cllr Plowright (IP) and Mrs Wood (Clerk) (SW). PCSO Huckstepp (who arrived during agenda item 10) attended. One member of the public was present.</p>	
<p>2. Apologies Apologies were received from Cllr Thorpe (Vice-chairman) and Cllr MacPhee (prior commitments), Cllr Miss Martin and Cllr Howard (ward members) and Mr Graham Kingston (Community Warden).</p>	
<p>3. Declarations of Interest Cllr Plowright: voluntary declaration agenda items 14 and 15 as a member of the Community Led Plan group and Speedwatch volunteer.</p>	
<p>4. Declaration of Acceptance of Office The Declaration of Acceptance of Office was signed by Cllr Plowright and received by the Clerk, the Proper Officer of the Parish Council.</p>	
<p>5. Minutes Cllr Mrs Morey stated that parents are not allowed to use the car park of The Woolpack and not the school car park as Minuted (agenda item 9). Cllr Hinchliffe noted that the Standing Order regarding Chairman's tenure had fallen with the adoption of the new Standing Orders, and that the recommendation that adoption be brought to the next Parish Council meeting had not been Minuted. Subject to these amendments: Resolved: That the Minutes of the meeting of the Parish Council held on 20th May 2015 be approved and confirmed as a true record.</p>	
<p>6. Open Session The Chairman suspended the meeting to allow members of the public to raise concerns with the Council.</p> <p>A complaint was received that a gate post in Pound Lane has been installed at the road edge. This has been reported to KCC Highways which replied stating that it is not on Highways' land; this was disputed in light of local knowledge. The position of the post has the effect of narrowing the width of the highway which will impact on passing agricultural vehicles. Cllr Plowright stated that this has been taken up with KCC Highways, the Clerk to pursue.</p> <p>Parking on Woolpack Hill was reported, causing difficulties on the bus route; this will be reported to the Community Warden and PCSO. It was suggested that yellow lines be put in but the Chairman advised that it is unlikely that this request would be agreed.</p> <p>Parking of HGVs at Smeeth crossroads: these are obstructing sight lines thereby creating a safety hazard. The Chairman noted that it is no longer a bus stop and the layby was created by KCC Highways as part of the improvements to the crossroads. The resulting problem has been raised with the county councillor. It was suggested that bollards be put in; Cllr Plowright stated that he had put cones down to deter parking but these were taken after one week. 'No parking' signs have been requested by the Parish Council and this will be taken up with the county councillor. It was acknowledged that on-road HGV parking is a county-wide problem and that there has been displacement arising from the pilot enforcement scheme in Ashford. Enforcement notices have been placed on some vehicle windscreens, but it is not known by whom; this will be followed up. Cllr Plowright suggested that a request be made that the risk assessment be repeated.</p>	<p>SW SW</p> <p>SW SW</p>
<p>The meeting was reconvened.</p>	

7. Matters Arising

- 7.1** Plain Road water leak: this has still not been repaired. Southern Water and Affinity Water have denied liability. Cllr Plowright to follow up.
- 7.2** The proposed dog bins have been approved by the Dog Warden.
- 7.3** Prescription delivery service: a copy of Mrs Tanner's motor insurance policy is awaited. Mrs Tanner will have to undergo a CRB check. Cllr Hinchliffe reported that it is likely that only six residents will need the service, which will be piloted for one year.
- 7.4** Community Governance review: the Community Led Plan (CLP) champion has submitted comments on behalf of the CLP. It was noted that if the proposal to merge the two parishes were accepted this would not be until the next General Election. Were the merger to go ahead the need to inform residents by way of public meetings was recognised.

8. Report from Community Warden and PCSO

The Community Warden and PCSO's reports are attached.

9. Financial Report

9.1 To agree payments in accordance with the Budget

Resolved:

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

Payments

Details	£
S Wood (gross salary June)	300.17
S Wood (gross salary July)	300.17
S Wood (stationery and litter picker)	28.47
B Podd (salary)	78.00
ICO (DPA registration renewal)	35.00
Brabourne Baptist Church hall hire	110.50
ACRK (Community Land Trusts event)	30.00
Village Hall Association (donation)	500.00

Receipts

Details	£
NatWest interest	2.19

Balance £ 27493.72 as at 1st July 2015

10. Planning Committee report

In the absence of Cllr Thorpe (Chairman, Planning Committee), the Chairman reported on three planning applications:

Ottewills Silversmiths, Evegate Business Park. Extension of an existing workshop and associated landscaping scheme

There were no comments and no objections to the application.

Mersham Le Hatch Business Park. Provision of a new detached building store

There were no objections to the application.

Fiddlers Green, Pound Lane. Erection of single storey side extension, extension to existing dormer, replacement chimney and alterations to the external appearance of the existing dwelling

There were no objections to the application.

The meeting was suspended and the Chairman invited PCSO Huckstepp to give his report (see item 8).

Referring to concerns raised during the Open Session, the Chairman asked PCSO Huckstepp to contact owners of vehicles parking on Woolpack Hill. PCSO Huckstepp noted that there are no parking restrictions, therefore enforcement is not possible but agreed to pursue.

Cllr Hinchliffe reported complaints of vehicles parking on the footway at Manse Field and at the entrance to the deer park; these will be followed up by the PCSO.

IP

SW

<p>The Chairman asked if the low crime rate is also the case in other areas; the PCSO replied that there have been a number of shed break-ins at Bilsington.</p> <p>Reports of speeding and alleged uninsured vehicles were passed to the PCSO.</p> <p>The meeting was reconvened.</p>	
<p>11. KALC representative report</p> <p>The Chairman reported that the last KALC meeting was held on 3rd June and the Minutes have been circulated; discussion included the Local Warden Support Officer scheme and the Community Governance Review. The next meeting is on 29th July and all parish representatives are asked to attend for the presentation on J10A.</p>	
<p>12. Update on J10A Working Group</p> <p>Cllr Mrs Pereboom reported that the consultation and exhibitions planned for after the purdah period have been put back, it is thought that this is because the traffic modelling has not yet been completed. Cllr Plowright reported exploratory work at Bockham Lane, soil samples were being taken.</p>	
<p>13. Footpaths and Highways</p>	
<p>13.1 Parking at Smeeth School. It is hoped that a site meeting will be arranged with KCC Highways; the Clerk to follow up and advise the county councilor of the lack of response. Cllr Hinchliffe advised that he has measured the width of the footway in Caroland Close and it is twice the width of that in Church Road where bollards have been installed. 'No parking on the footway' signs have been requested, the Clerk to follow up. It was thought that yellow lines would be unenforceable and too urban.</p>	<p>SW</p> <p>SW</p>
<p>13.2 Manse Field. The plastic fencing has been cleared and the first grass cut carried out; additional seeding is needed in some areas.</p>	
<p>13.3 Canterbury Road/Plain Road junction. A reply is awaited to the Freedom of Information request submitted by Cllr Plowright, who recommended that a kerb be installed.</p>	
<p>13.4 Milestone reinstatement. In hand with KCC Highways.</p>	
<p>13.5 Parking in Sandy Place. Cllr Howard discussed this at the end of the purdah period, and the Clerk contacted the planning officer in light of Cllr Howard's comments, asking for an appointment for pre-application advice. A reply has not yet been received despite a reminder. The Clerk to pursue. Cllr Hinchliffe asked if ABC has a turnaround time for replies, cf the 28 day period for KCC Highways. The Clerk noted that the Service Level Agreement has been superseded, but will make enquiries.</p>	<p>SW</p>
<p>13.6 The Clerk contacted Mrs Sylvia Tanner regarding the alleged residential occupation in the adjacent yard; Mrs Tanner had stated that there was no habitation but only business activities. Cllr Plowright queried this and the use of a caravan for accommodation at a property in The Ridgeway; these are to be reported to the Planning Dept for investigation.</p>	<p>SW</p> <p>SW</p>
<p>13.7 The overgrown hedge on Hythe Road (opposite Apple Barn) is to be reported to KCC Highways.</p>	
<p>14. Community Led Plan and Emergency Plan</p>	
<p>Cllr Hinchliffe reported that a meeting with the Community led Plan (CLP) champions (to be renamed coordinators) was held on 24th June to draw up their Terms of Reference. Officers were appointed: Chairman (Richard Graham), Secretary (Michael Hinchliffe), Treasurer (Sue Wood) and Publicity Officer (Nikki Allen). It was noted that any application for funding to ABC or KCC should come from the group as a whole and not from individual groups for reasons of good governance. Cllr Hinchliffe stressed the need to engage with the community.</p> <p>Emergency Plan: Cllr Hinchliffe reported that this is nearing completion but the ABC Resilience Forum has changed the way data are handled and that a new template must be completed. Cllr Plowright asked who would be the nominal head of the EP, noting that it needed to be someone with local knowledge. Cllr Hinchliffe stated that a number of Emergency Coordinators are needed; Cllr Hinchliffe will attend Flood Warden training on 18th July.</p> <p>Brian Sanders is to attend the Community Funding Fair on behalf of the groups.</p>	
<p>15. Speedwatch</p>	
<p>Cllr Plowright reported that several sessions were held in June and a number of offenders logged.</p>	

<p>Three other sites have been assessed, including Church Road leaving the village (near Walnut Tree Farm). More volunteers are needed and Cllr Plowright noted that the group hoped to borrow Speedwatch equipment because that belonging to Kent Police has been returned. The Clerk to contact Boughton Aluph and Eastwell Parish Council for the loan of its equipment.</p> <p>Cllr Plowright stated that it is hoped to involve young people in the sessions, under adult supervision; and queried whether they would be covered by the PC's insurance policy if working on a PC initiative. The Clerk to check.</p> <p>Speedwatch was demonstrated at the fete and well received, it will also be at Brabourne School Summer Fayre.</p>	<p>SW</p> <p>SW</p>
<p>16. Local Needs Housing</p> <p>The Clerk reported information received from Tessa O'Sullivan (Rural Housing Enabler) that a site may have been put forward but no details have been given.</p> <p>The Chairman stated that the CLP action group is also pursuing this and is researching the Parish Council Minutes to see what has been done so far.</p> <p>Cllr Mrs Morey is attending an event on Community Land Trusts and Affordable Rural Housing on 18th September. It was suggested that Cllr MacPhee and Cllr Mrs Young (Brabourne Parish Council) may wish to attend.</p>	<p>SW</p>
<p>17. Playing fields</p> <p>The Chairman reported that Brian Sanders is applying for grants and some funding pledged.</p>	
<p>18. Village caretaker scheme</p> <p>Cllr Hinchliffe reported that the four parishes in the cluster have agreed the list of tasks. A presentation will be given by John Rivers (Wittersham PC Chairman) on Thursday 9th July at 7.30pm in Brabourne Baptist Church on the Wittersham scheme. The Clerk having given apologies for the meeting Cllr Mrs Morey offered to take notes, this was welcomed.</p> <p>It is unclear who will be attending from Brabourne Parish Council, the Clerk to follow up.</p> <p>A decision on whether or not to pursue the scheme will be made at the next Parish Council meeting.</p>	<p>SW</p> <p>SW</p>
<p>18.1 Maintenance of playing field equipment and fences. A request from the Playing Field Association to take over maintenance will be reviewed when the scheme is operating. Cllr Mrs Morey noted that the equipment is not Parish Council property.</p>	
<p>19. Brabourne village green: joint management committee</p> <p>Cllr Hinchliffe noted that the village green is owned and maintained by Brabourne Parish Council which is also enjoyed as a community asset by residents of Smeeth. He asked if Smeeth Parish Council should contribute towards maintenance costs, and be involved in discussions on the use of the green for village activities and development of the amenity. He noted that Brabourne Parish Council does not have a Village Green Committee; Cllr Mrs Pereboom likened such a committee to the Playing Field Association. The Clerk will raise this as a discussion item at the next meeting of Brabourne Parish Council.</p> <p>Vandalism of trees on the green was regretted.</p>	<p>SW</p>
<p>20. Correspondence</p> <p>All correspondence has been circulated.</p>	
<p>21. Any Other Business</p> <p>No other business was raised.</p>	
<p>22. Date and time of next meeting</p> <p>Wednesday September 9th, 7.00pm in Brabourne Baptist Church.</p>	
<p>The meeting closed at 8.36pm.</p>	

Community Warden's report July 2015

Door to door sellers have been seen and advised and they then left.

I was also advised of a resident drinking and driving on a regular basis, I have passed on the details to the police and spoken to the person in question and will continue to monitor it.

I was also advised of two young males riding a trials bike (no number plate) between Smeeth and Aldington but it is not sure where they come from.

Congratulations to the fete organisers for another successful event.

Otherwise all is well.

PCSO's report July 2015

This is the police report for Smeeth Parish Council's July meeting.

There have been no recorded crimes in the village in the last two months.

I have received a couple of reports about nuisance bikes in and around the village lately. The information I have received is that a couple of young males have been seen riding around the Smeeth crossroad area on a dirt bike or pit bike without a helmet. I am working hard to try and identify the riders. If any sees the bike going around I would appreciate if you could call 101 at the time so we can get some officers to attend at the time to hopefully catch and have a word with the riders.

In the last couple month I have been making regular patrols in the village. I also attended the summer fete last month and it appeared everyone had a good time with no problems. The cell van appeared to be a success with some of the younger people and a good day was had by all including myself.

All in all it has been good in the village lately with very little for me to report.

If anyone has any concerns, or need any advice please feel free to e-mail me and I will get back to you as soon as I can. My e-mail address is 58551@kent.pnn.police.uk

PCSO Andrew Huckstepp 58551.
