

Smeeth Parish Council
Minutes of a Meeting held on Wednesday 3rd July 2019 at 7.00pm
Brabourne Baptist Church

<p>1. Present Cllr Herrick (Chairman) (DH), Cllr Thorpe (Vice-chairman) (GT), Cllr Mrs Moo (YM), Cllr Kimpton (RK) and Mrs Wood (Clerk) (SW). Seven members of the public attended.</p>	
<p>2. Apologies Apologies were received from Cllr Mrs Alford (HA) (indisposed), Cllr Mrs Pereboom (VP), Cllr Mrs Morey (JM) (prior commitments) and Cllr Howard (ward member).</p>	
<p>3. Declarations of Interest There were no Declarations of Interest.</p>	
<p>4. Minutes Resolved: That the Minutes of the meeting of the Parish Council held on 22nd May 2019 be approved and confirmed as a true record.</p>	SW
<p>5. Borough councillor's report No report in Cllr Howard's absence.</p>	
<p>6. Open Session The meeting was suspended to allow members of the public present to comment on items other than those on the agenda.</p>	
<p>Stock Lane: It was reported that the lane at its junction with Hythe Road has been blocked off. This will be reported to KCC Highways.</p>	SW
<p>Church Road: The street light at the entrance to the playing field has not been repaired, months after it was first reported. The repairs to the footway have not yet been carried out. Both issues will be taken up with Highways.</p>	SW
<p>Littering: Littering, particularly of fast food packaging, was reported.</p>	
<p>Speeding: There are concerns re speeding in Church Road and reports of vehicles mounting the pavement, which poses a hazard to pedestrians. It is hoped that the latter issue, arising from the narrowness of the road, will be addressed when the Church Road site [allocated in the Local Plan] is developed. The Chairman will ask the Speedwatch team to monitor Church Road. Cllr Kimpton suggested that the speeding issue be taken up with PCSO Morgan, who has offered help using trainee PCSOs and Special Constables; details have been emailed to Graham Snazelle (Speedwatch coordinator).</p>	DH
<p>S106 monies: It was noted that these will be available from the Church Road development and allocated to the playing field, but there may be other projects in the parish that could benefit. The Chairman advised that s106 payments can only be spent on a small number of categories, including children's play areas, allotments, cemeteries and open spaces. Of these, only the first applies to Smeeth. The Chairman was asked if the monies could be used to fund a youth shelter and the footpath across the green at The Warren. The Chairman replied that the latter had been raised during discussions on s106 monies from the Hospital Field application, but ruled out as not meeting the criteria. The Clerk will ask if provision of a youth shelter can be funded from s106. The Chairman noted that s106 is used to enhance the existing facilities.</p>	SW
<p>Neighbourhood Plans: Cllr Kimpton noted that if the Borough Council adopted the Community Infrastructure Levy (CIL) then parishes with a Neighbourhood Plan (NP) would benefit. A NP will also stand the parish in better respect with, eg planning issues. He noted that NPs can be tailored to meet local needs and concerns. The Clerk will ascertain which parishes are developing a NP and if a NP can be developed jointly by two parishes. It will also be raised at the next meeting of Brabourne Parish Council.</p>	SW SW

The meeting was reconvened.

13. Emergency Plan and Community Led Plan

The Chairman invited Michael Hinchliffe to update the Parish Council on the Community Led Plan (CLP) group's activities.

Michael Hinchliffe reported that money raised to date has been used to fund the basketball hoop on the playing field and the outdoor gym on the green at The Warren. On completion, projects are handed over to the appropriate organisation. Complaints re stray balls from the basketball court landing in gardens have been received; these are being addressed by adding angled netting over the court to catch the balls and deflect them back on to the court. The outdoor gym will be installed in mid-July and will be available for use after a safety inspection; it will then be handed over to Brabourne Parish Council. Another project successfully undertaken by the group is the clearance of Hoskin's pond.

Future projects include: The footpath across the green at The Warren, parallel to Bridge Road; a youth shelter on the green near the existing picnic tables; smartening up the village lamp posts. All of these projects are conditional on funding being obtained, and residents will be consulted on the footpath and youth shelter.

Information on CLP group meetings and projects is posted on the group's Facebook page: Brabourne and Smeeth Plans.

7. Matters Arising

7.1 Hospital Field village green application: The Inspector's report should be available shortly.

7.2 Otterpool Park: The planning application includes provision for places of worship. A workshop event will be held at Aldington Village Hall on 17th July.

7.3 Website accessibility regulations: The Clerk attended a training session on 26th June.

7.4 Ward member's presence on social media: Cllr Howard has indicated that he will not be setting up a Facebook page (cf that used by Jane Martin, former Saxon Shore ward member). Disappointment was expressed, given that this is an effective way of disseminating information, and Cllr Howard will be asked to reconsider.

7.5 Communication: The Chairman attended the Playing Field Association AGM on 26th March, but only five members of the public were present. The Chairman noted the poor attendance at the Annual Parish Meeting of the Parish Councils and suggested that a small working group be set up to discuss ways of circulating information. The Chairman asked councillors to consider if they would be willing to join the group, recommending one from each of Smeeth and Brabourne Parish Councils. This will be taken to the Brabourne Parish Council meeting. A failure to communicate was acknowledged and it was suggested that councillors attend meetings of other groups to raise awareness of meetings and events. The Vice-chairman advised that the village Facebook page is the most effective means of communication; it was noted that social media is used mostly by younger people. This was agreed and Cllr Kimpton stated that a combination of methods of communication is needed.

7.6 Vehicle crossover at Cherry Trees: This has been raised with KCC Highways who advised that it does not have planning permission. The Clerk to ask Highways for an update.

8. Report from PCSO

The Chairman advised that PCSO Morgan sends monthly reports to the Parish Council. Cllr Kimpton advised that he attended the drop-in session with the PCSO on 26th June and noted that the parish now has only one PCSO who has to cover a number of parishes, the other having been redeployed. PCSO Morgan hopes to hold regular clinics and wants to know of local concerns. Residents are asked to call 999 if there is an emergency, crime should be reported on 101 and it is then logged, other concerns should be directed to PCSO Morgan. Incidents such as flytipping are not in the remit of the PCSO, and should be reported to the Borough Council.

9. Financial Report

9.1 To agree payments in accordance with the Budget

In answer to a question from the Chairman, the Clerk advised that Smeeth parish councillors are the signatories for the Village Caretaker account but not councillors from other parishes in the cluster.

A new Direct Debit will be set up for payments of the caretaker fuel card from the caretaker

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account, payments are currently taken from the Parish Council's current account, which will be reimbursed.

Resolved:

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

Parish Council account

Payments

Details	£
PMC Polythene Ltd (dog foul bags)	198.00
B Podd (salary)	123.15
Information Commissioner (GDPR registration)	40.00
S Wood (salary)	322.14
S Wood (salary)	322.14
Westwell Parish Council (reimbursement – training)	12.00

Receipts

Details	£
Nil	

Balance £ 57079.02 (as at 3rd July 2019)

Caretaker account

Payments

Details	£
P Rodway (salary June)	1427.82
KCC re Kent Pension Fund	478.81
HMRC	409.70
P Rodway (Q1 mobile)	25.00
Lister Wilder	83.77
Lister Wilder	2669.02
T Denne & Sons (storage)	216.00
Lister Wilder	7.98

Balance: £23838.65 (as at 3rd July 2019)

10. Planning Committee report

The Vice-chairman reported that no applications have been received.

11. KALC representative report

Cllr Mrs Morey's report is attached to the Minutes.

Cllr Mrs Moo stated that Acting CI Brittenden urged that all incidents be reported. Simon Jones (Head of KCC Highways) has introduced a new policy on pothole repairs which is proving to be more effective. Savings of £5,000,000 have been made by use of alternative light bulbs in street lights.

12. Footpaths and Highways

12.1 Plain Road gas main replacement: The works have been completed.

12.2 J10A works: Problems caused by phasing of traffic lights have been resolved. No overnight closures of the M20 are planned but there will be overnight junction closures at J9, J10 and J11, it was noted that the closures are not clearly marked. M20 closures are planned during weekends in July for work on the 'smart' motorway. Work on J10A is currently ahead of schedule. Information is available on the Highways England and AA websites.

12.3 The caretaker will be asked to cut back vegetation which obscures the 30mph signs on Plain Road near the junction with Pound Lane.

12.4 Pound Lane: The verges have been degraded by lorries leading to water run-off from the fields on to properties, with the concomitant risk of flooding. The Clerk will raise this with Lisa

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<p>Willoughby (Ashford manager, KCC Highways).</p> <p>13. Emergency Plan and Community Led Plan (contd) The Chairman will have a meeting with Steve Reeves regarding the latter's role as coordinator for the Emergency Plan. The Chairman advised that the draft Emergency Plan should have been revised but this was not done, and it is hoped that this will be taken on by Steve Reeves.</p> <p>14. Village caretaker scheme Cllr Mrs Morey report is attached to the Minutes. The improvement in the appearance of the village was noted and welcomed.</p> <p>15. Speedwatch The Chairman reported that only one session was carried out in June due to bad weather, sickness and unavailability of volunteers. 70 passing cars were logged of which 16 were offenders; two letters were sent by the Police. More sessions are planned for July. Further to the problems in Church Road raised during the Open Session the Chairman was asked where the June Speedwatch session was held; this was unknown, the Chairman to follow-up. Additional volunteers are sought so that more sessions can be carried out; Cllr Mrs Moo noted that the criteria have changed and now four volunteers are needed for each session.</p> <p>16. Local Needs Housing (LNH) The Chairman stated that there is no progress to report and outlined the procedure for delivery of LNH, which is for those who have a local connection with the village, either by living or working in Smeeth who cannot afford to buy on the open market. Those seeking such a home are on the Borough Council Housing Register, which is not made available to the Parish Council, but occupants shortlisted for LNH must have their local connection confirmed by the Parish Council. Unlike 'affordable' homes, LNH remain in the ownership of the Housing Association which oversees delivery, and cannot be sold on for profit. The parish is surveyed using a questionnaire [delivered to all households] and the replies used to gauge the housing need. Where a need has been identified the Parish Council looks for small parcels of land that could be developed for a small number of properties, in conjunction with Brabourne Parish Council. Such sites are assessed [for Ashford borough this is by the Rural Housing Enabler in Action with Communities in Rural Kent, at Penstock Farm] for suitability, who then approaches the landowners to ask if they would be willing to sell at below market value. The Vice-chairman noted that during the last search, all landowners either refused to sell or did not reply to the question. The Chairman felt that this may have changed with the publication of the Local Plan and the village confines; landowners with small plots are unlikely to get planning permission therefore the search should be repeated. The Chairman advised that two surveys into housing need have been carried out approx six years apart, during which time the need had not changed. There will be a small number of affordable homes on the Church Road development, but these are not LNH. The Vice-chairman regretted that some sites are developed without affordable homes for financial reasons. Cllr Kimpton asked if, rather than affordable homes, LNH could be provided in Church Road. The Chairman replied that this may require legislative changes; the Clerk noted that the requirement in the Local Plan is for affordable housing. The Clerk to ask the Planning Dept if there is a precedent for providing LNH on such sites, rather than affordable homes.</p> <p>17. Playing fields The Chairman advised that he attended the Playing Fields Association AGM on 26th June; the Chairman and Treasurer will be stepping down in 2020 and therefore replacements will be needed. The Association is on a sound financial footing with £12,000 in the bank, but it was noted that if any play equipment needed to be replaced this would significantly reduce reserves. Basketball hoop: See item 13. Jacksons Fencing has been approached for advice and a quote for remedial works. Cllr Howard has offered a grant towards the works.</p> <p>18. Commemoration of 75th anniversary of VE Day - 8th May 2020 To be discussed at the next meeting.</p>	<p>DH</p> <p>DH</p> <p>SW</p> <p>SW</p>
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19. Correspondence

All correspondence has been circulated.

20. Any other business

20.1 Electoral expenses forms: These have been returned.

20.2 Ashford Borough Council Market Stalls event on 6th June: Cllr Kimpton attended.

20.3 Request for a dog waste bin in Pound Lane: In hand with the Clerk.

20.4 Old Builder's Yard: Does the landscaping, resulting in apparent enlargement of the site, comply with the planning application. This will be referred to the Planning Department.

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21. Date and time of next meeting

Wednesday 4th September 2019 at 7.00pm in Brabourne Baptist Church.

The meeting closed at 8.50 pm.

Agenda item 11: KALC report

I was unable to attend the Ashford Area meeting of KALC on May 29th and was very grateful to Councillors Mrs Y Moo and Mrs V Pereboom attending on behalf of Smeeth PC. Minutes of the meeting have been circulated. Acting Chief Inspector Brittenden gave an update for the Police and Simon Jones from KCC Highways gave a presentation. Community Infrastructure Levy and s106 monies were also discussed. The next meeting of Ashford Area Committee of KALC will be on 24th July which I hope to attend.

Agenda item 14: Village caretaker scheme report

The Village Caretaker scheme continues to go well and if anyone notices anything that they feel requires the attention of the Village caretaker, please can they contact Sue Wood who will liaise with the Caretaker.
