

**Smeeth Parish Council**  
**Minutes of a Meeting held on Wednesday 9<sup>th</sup> September 2015 at 7.00pm**  
**Brabourne Baptist Church**

<p><b>1. Present</b>  Cllr Herrick (Chairman) (DH), Cllr Thorpe (Vice-chairman) (GT), Cllr Mrs Morey (JM), Cllr Mrs Pereboom (VP), Cllr Hinchliffe (MH), Cllr MacPhee (CM), Cllr Plowright (IP) and Mrs Wood (Clerk) (SW).</p> <p><b>2. Apologies</b>  Apologies were received from Cllr Miss Martin and Cllr Howard (ward members) and Mr Graham Kingston (Community Warden).</p> <p><b>3. Declarations of Interest</b>  Cllr Plowright: voluntary declaration agenda items 13 and 14 as a member of the Community Led Plan group and Speedwatch volunteer.  Cllr Hinchliffe: voluntary declaration agenda item 13 as a member of the Emergency Plan and Community Led Plan group.  Cllr MacPhee: voluntary declaration agenda item 13 as a member of the Community Led Plan group.</p> <p><b>4. Minutes</b>  Agenda item 18.1: Cllr Mrs Morey noted that she had queried ownership of the playing field equipment.  Subject to this amendment:  <b>Resolved:</b>  <b>That the Minutes of the meeting of the Parish Council held on 1<sup>st</sup> July 2015 be approved and confirmed as a true record.</b></p> <p><b>5. Open Session</b>  No members of the public were present.</p>	<p><b>Action</b></p>
<p><b>6. Matters Arising</b></p> <p><b>6.1</b> Gate post in Pound Lane: KCC Highways have confirmed that this is not on Highways' land; Cllr Mrs Pereboom will liaise with the property owner. The rubble has been removed.</p> <p><b>6.2</b> Parking on Woolpack Hill: The Community Warden was asked to follow-up, the Clerk to pursue.</p> <p><b>6.3</b> HGV parking at Smeeth crossroads: KCC Highways visited the site but no feedback has been received, the Clerk to follow-up. No information has been forthcoming as to who placed the enforcement notices on vehicle windscreens.</p> <p><b>6.4</b> Plain Road water leak: Southern Water reported that tests did not show the presence of chlorine, indicating that the leak is not from a Southern Water main but is from a spring; Cllr Plowright will repeat the test. The leak is eroding the newly-repaired highway, this will be reported to KCC.</p> <p><b>6.5</b> Prescription delivery service: The Disclosure checks for Cllr Hinchliffe and Mrs Tanner have been completed; Cllr Hinchliffe will contact Mrs Tanner re progressing the service.</p> <p><b>6.6</b> Community governance review: The draft recommendations had been circulated and are out for public consultation; there was no recommendation to merge the two parishes. The Parish Council will respond to the consultation expressing the continuing support of the Community Led Plan's proposal.</p> <p><b>6.7</b> Village green joint management committee: Brabourne Parish Council has decided against the proposal. It was noted that horses are being ridden on the green; clarification will be sought as to permitted activities on a village green and Ashford Borough Council will be asked if any by-laws are in place for the green.</p>	<p><b>VP</b></p> <p><b>SW</b></p> <p><b>SW</b></p> <p><b>IP</b> <b>SW</b></p> <p><b>MH</b></p> <p><b>DH/SW</b></p> <p><b>SW</b></p>
<p><b>7. Report from Community Warden and PCSO</b>  The Community Warden's report is attached. The new PCSO will be asked to send a report if he</p>	<p><b>SW</b></p>

cannot attend the meeting.

## **8. Financial Report**

### **8.1 To agree payments in accordance with the Budget**

**Resolved:**

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

#### **Payments**

<b>Details</b>	<b>£</b>
S Wood (gross salary August)	300.17
S Wood (gross salary September)	300.17
S Wood (expenses)*	113.24
PKF Littlejohn LLP (external auditor)	120.00
B Podd (salary)	117.00
S Tanner (disclosure fee)	25.00

#### **Receipts**

<b>Details</b>	<b>£</b>
NatWest interest	2.47

Balance £ 26639.73 as at 9<sup>th</sup> September 2015

The Annual Return has been approved by the external auditor.

The balance of the Precept, Concurrent Functions Grant and Council Tax Support Grant will be paid on 30<sup>th</sup> September.

The Concurrent Functions Grant will continue to be paid after 2017, contrary to earlier indications.

### **8.2 Provision of dog waste bags**

Cllr Hinchliffe advised that ABC is no longer providing free dog waste bags. John Childs Garage had been supplied with bags by ABC and had been giving out 30,000 bags/year; withdrawal of the service may lead to an increase in dog-fouling. Cllr Hinchliffe proposed that Smeeth and Brabourne Parish Councils jointly supply bags: 30,000 bags would cost £270.63 (£135.32 per Parish Council), with the option to print a legend on each bag, eg 'Dog poo bag supplied by Brabourne and Smeeth Parish Councils' (print costs to be confirmed). The garage and Orpins Stores are willing to hold a stock of bags (it was noted that ABC had previously refused to supply the latter). The proposal was welcomed and will be put to Brabourne Parish Council.

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## **9. Planning Committee report**

Cllr Thorpe (Chairman, Planning Committee) reported on three planning applications:

Lodge Cottage, Plain Road Construction of an oak-framed single bay car barn with workshop and log store

5 Ramstone Close Alterations to existing roof and loft extensions (amendment to previous planning application 15/000468/AS)

There were no objections to the applications.

The Manse, Plain Road Erection of two-storey rear extension, extension to and conversion of garage to annexe, and erection of garage building

There were no objections to the application, but the comment was made that the fence height adjacent to the highway should be reduced and sightlines improved.

## **10. KALC representative report**

The Chairman reported that the last KALC meeting was held on 29<sup>th</sup> July and the Minutes have been circulated; the presentation on J10A was deferred because the speaker could not be present. The next meeting is on 16<sup>th</sup> September.

## **11. Update on J10A Working Group**

Cllr Mrs Pereboom reported that modelling has been completed and the report is awaited. Consultation has been put back from August to November.

<p><b>12. Footpaths and Highways</b></p> <p><b>12.1</b> Parking in Sandy Place. A site meeting has been arranged for 10<sup>th</sup> September, Cllr Plowright and the Clerk to attend with the Planning Officer (Laura Payne).</p> <p><b>12.2</b> Alleged planning breaches - Caravan on The Ridgeway and the site next to Tanners Yard. These were investigated by ABC but no planning breaches found to have occurred.</p> <p><b>12.3</b> Hedge overgrowing the footway on the A20 near Apple Barn. The Clerk to follow-up and report that the footway is cracking.</p> <p><b>12.4</b> Footpath adjacent to John Childs Garage: the path is overgrown, particularly at the Lees Road end. The Clerk to report.</p> <p><b>13. Community Led Plan and Emergency Plan</b></p> <p>Emergency Plan: Cllr Hinchliffe reported that a new draft has been circulated to the Working Group; the final document will be sent to ABC and KCC. On completion table-top exercises will be carried out. Difficulty was reported in keeping the large database of volunteers up-to-date; a core group comprising 10-15 volunteers was suggested, with additional help being called on when needed. ABC has issued a new plan in the event of a flood; although Smeeth's flood risk is assessed as being 1:1000, the plan still applies.</p> <p>Community Led Plan (CLP): A 'Wish List' is being drawn up, after which funding/sponsorship will be sought. Cllr Hinchliffe noted that not all Champions have responded to the request for details of funding needed.</p> <p>Cllr MacPhee reported that one of the aims of the CLP is Local Needs Housing (LNH), but there are concerns re the impact of the 'Right to Buy'. It was thought that ABC may likely sell the most expensive homes in the housing stock, money arising to be invested in new stock. The most expensive homes are in the rural areas. There may be a knock-on effect on local landowners – there would be a disincentive to sell land at below market value for LNH, if homes are then sold at market value. This will be raised at the Community Trust meeting, Cllr Mrs Morey and CLP representatives will attend.</p> <p><b>14. Speedwatch</b></p> <p>Cllr Plowright reported that no sessions were carried out in July. Three were conducted in August and 64 vehicles logged. More sessions are planned.</p> <p><b>15. Local Needs Housing</b></p> <p>This is on hold pending the outcome of the review of the Local Plan, this is overdue, not all parishes having been assessed.</p> <p><b>15.1 Impact of the extension of the Right to Buy to Housing Association tenants</b></p> <p>See also item 13. The Chairman will raise this with Damian Collins MP at the monthly surgery, to be followed-up by letter.</p> <p><b>16. Playing fields</b></p> <p>The Chairman reported that the major works are underway. All finance is in place: the cost is likely to be approx £60,000, of which the De Haan Trust gave £30,000 and ABC £10,000. Other grants were also received. It is hoped to provide additional facilities such as a large shed to house equipment; the Playing Field Association will liaise with the Scouts and Guides re a possible joint venture. The young people in the village were being canvassed as to facilities they wish for, the most popular was a basketball hoop.</p> <p><b>17. Village caretaker scheme</b></p> <p>Cllr Hinchliffe reported that a meeting will be held on 15<sup>th</sup> September with ABC and KCC. Their proposals will be taken back to the Parish Councils, and there may be a need to call an additional meeting to make the decision as to whether or not to proceed with the scheme. Cllrs MacPhee and Hinchliffe noted that the success of the Wittersham scheme was due to the input from the Chairman and Clerk, and the quality of the successful candidate.</p> <p><b>18. Adoption of Standing Order regarding the tenure of the Parish Council chairman</b></p> <p>This Standing Order fell when new Standing Orders were adopted in September 2014. Cllr Hinchliffe proposed that the Standing Order be adopted, with effect from the next Annual Meeting of the Parish Council.</p>	<p><b>IP/SW</b></p> <p><b>SW</b></p> <p><b>SW</b></p> <p><b>DH</b></p>
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<p><b>Resolved:</b> That a councillor elected as Chairman may serve for not more than four consecutive terms, if re-elected at the Annual Meeting of the Council. A councillor having served as Chairman for four consecutive years becomes re-eligible for election to the Chair one year after ceasing to hold the Chair. There is no limit to the number of four year terms during which a councillor holds the Chair.</p> <p><b>19. Parking at Smeeth School</b> The reply from the Technical Support Officer (Safety Schemes) KCC Highways, had been forwarded to the Headteacher, but no reply received. The Chairman will follow-up with Mrs Flack.</p> <p><b>20. Safety issues at the Canterbury Road/Plain Road junction</b> Cllr Plowright reported that KCC Highways had acknowledged that no risk assessment had been undertaken at the junction. It was thought that the lack of a footway, speed and volume of traffic contribute to the risk. The Clerk will send Cllr Plowright's letter asking for a site meeting to KCC Highways.</p> <p><b>21. Dates for future meetings</b> The Clerk proposed the following dates for meetings in 2016: 6<sup>th</sup> January, 9<sup>th</sup> March, 11<sup>th</sup> May, 6<sup>th</sup> July, 14<sup>th</sup> September and 9<sup>th</sup> November. These were agreed.</p> <p><b>22. Correspondence</b> ABC draft recommendations of the Community Governance review.</p> <p><b>23. Any Other Business</b> <b>23.1</b> The Allotment Society is holding a BBQ on Saturday 12<sup>th</sup> September at 3.00pm.</p> <p><b>24. Date and time of next meeting</b> Wednesday 11<sup>th</sup> November at 7.00pm in Brabourne Baptist Church.</p> <p>The meeting closed at 8.50pm.</p>	<p><b>DH</b></p> <p><b>SW</b></p> <p><b>SW</b></p>
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### Community Warden's report 9<sup>th</sup> September 2015

I wish to make my apologies for the next Parish Council meeting as I will be on annual leave.

Since the last meeting the school summer holidays have come and gone and without great incident so far as I am aware.

I have given some help to an elderly couple on Woolpack Hill who were having a problem with getting the water company to attend a leak which was (after a lost report) finally repaired.

I have been busy with a 'Scam List' provided by trading standards requiring me to visit victims of mail and telephone scams offering advice and assistance when required.

I have been made aware of a neighbour dispute in The Ridgeway and have noticed a couple of branches damaged on a small tree on the Green.