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**Draft Minutes of the Annual Meeting, followed by the May Meeting
of the Ash Parish Council held in Ash Village Hall Library
Monday 11th May 2009 at 7.30pm**

84. Present:

Mr Foat (Chairman), Mr Cooper, Mr Gregory, Mr King, Mr Palmer, Mr Pratt, Prof Swingland, Mr Whitburn, District Cllr Chandler, PCSO White

Apologies for Absence:

Mrs Bilham, Mr Darvell, Mr Lambie

85. Declarations of Interest

Councillors were invited to declare items on the agenda in which they have a personal or prejudicial interest. There were none.

86. Election of Chairperson

Mr Foat was nominated by Mr Whitburn. There were no other nominations and Mr Foat was elected as Chairman.

87. Election of Vice-Chairman

Mr Pratt was nominated by Prof Swingland. There were no other nominations and Mr Pratt was elected as Vice-Chairman.

88. To Agree Standing Committees and Appointments

Recreation Ground Committee – it was agreed representatives from the Sports Clubs, Mr Paul Dunn who was appointed at the Annual Parish Assembly and all councillors except Cllrs King and Lambie.

Footpaths Committee – it was agreed as Councillors Foat, Lambie, Gregory, Palmer and Swingland.

Finance & Planning – it was agreed to continue with all councillors dealing with these items.

89. Appointment of Representatives to External Committees

Ash Village Hall – Prof Swingland proposed Mr Darvell. There were no other nominations and Mr Darvell was elected.

Westmarsh Village Hall – Mr King proposed Mr Pratt. There were no other nominations and Mr Pratt was elected.

Ash Sports Pavilion – Mr Foat proposed Mr Cooper. There were no other nominations and Mr Cooper was elected.

90. Appointment of Representatives to:

Kent Association of Local Councils – Mr Foat and Mr Whitburn

Sandwich Neighbourhood Forum – Mr Lambie and Mr Whitburn

It was noted that Mr Darvell was a Parish Council nominated trustee for the Cartwright & Kelsey Charity and Mr Darvell and Mrs Johnson were Parish Council nominated trustees for the Ash United Charities. Neither terms of office were due for election.

91. Forthcoming Meeting Dates

It was agreed that monthly Parish Council meetings would be held on the first Monday of the month except when this was a public holiday in which case it would be the following Monday. All meetings would start at 7.30pm, unless notified of a change of time and they would be held at the Ash Village Hall Library, Queens Road, Ash.

Finance Meeting would Monday 9 November at 7.30pm.

The next meeting of the Recreation Ground Committee would be on Monday 1 June at 6.30pm starting from the Sports Pavilion.

The Annual Parish Assembly would be on Monday 19th April 2010, pending confirmation with Staple, Preston & Wingham.

92. Supervision of Environment Assistant

It was agreed that the Chairman would continue with over-all supervision, with the Clerk liaising on day to day activities.

It was agreed to alter the hours of the Environment Assistant and the Clerk by passing two hours a week back to the Clerk. This had been discussed by the Clerk and the Environment Assistant and both had been in agreement.

93. Nominate a Publicity Officer

Mr Pratt

94. Minutes of the 6th April 2009 Meeting

Item 70 – correct Cllr Bartlett to ‘Cllrs Conolly and Chandler would be attending.’ Proposed by Mr Whitburn, seconded by Mr Palmer, the amended minutes were agreed and signed as an accurate record of the meeting.

Adjourn Meeting

95. PCSO White’s Report

It was noted that PCSO White had:-

- followed up reports to the Community Safety Unit on young people at Collarmaker’s Green. The young people all live on Collarmaker’s Green or are related to those living there.
- taken action to stop any incidents of bullying of young school children.

Following from comments made at the Annual Parish Assembly there had been additional patrols in Ash. Searches had found no illegal substances. There have been no calls to police or the PCSO reporting any incidents. The high visibility patrols of the centre of village hopefully would provide re-assurance. Councillors had received a written report to clarify incidents that had been raised at the APA.

PCSO White has been re-allocated to Deal. A newly qualified PCSO, Anita Pollard, will be taking over from PCSO White from end of this week. There will be a hand over period during which both officers will be available. The contact number is unchanged: 0777 222 6204. It has been agreed that written reports will be given each month to the council.

The Clerk has asked Sgt Steele who has referred the request to Inspector Ludwig, for a meeting prior to October, to discuss future funding arrangements and the continuation of the PCSO contract. It was agreed that this was an urgent requirement.

A formal request to have the PCSO on duty on the 12 July for Swing Riots performance has been made. It was confirmed that police and Kent Highways liaison is done via the DDC Licensing Department application.

A councillor asked why PC Wright has been seconded out of the district so often. PCSO White clarified that PC Wright is part of the Crime Reduction Team and is not part of the local Neighbourhood Police Team.

The Council asked how they could support the PCSO who explained that some of her work was to manage expectations. If there were no reports to either her or the police of incidents, crimes or anti-social behaviour it was not possible to take the action expected by residents. There was also the difficulty in reporting in detail on action that has or is being taken, as there can be operational reasons for maintaining confidentiality.

A councillor queried if the Council could complain about the unilateral withdrawal of PC Wright to duties outside the area or the additional area that he has been given which means that he is very stretched in the time he is able to give to each area. This could be raised at the meeting with Inspector Ludwig.

EA report – between April 3 and May 1 - 4 calls to PCSO re anti-social behaviour on the Recreation Ground; 3 calls to police re tree damage.

96. District Councillor Chandler's Report

- The funding application for the Youth Project was nearing completion
- The drinking of alcohol at Pound Corner had been raised with the DDC Licensing Officers and the CSU
- A councillor asked about SITA rubbish bags being left in The Street Bus Shelter and was advised that the Council should contact the DDC Officer, Mr Jaconelli.
- Cllr Chandler confirmed that the remaining residents at St Nicholas House would have their moving dates co-ordinated so that they would be moved to their respective accommodation at the same time. Re-valuations of the property are being carried out and an assessment made in the changed economic climate on what to do about the site. The concerns about possible vandalism have been noted.
- The stopping of advertising some planning applications in the local press was reported. The site notices will be re-designed to give more information on how to submit comments.
- The problem of insufficient street sweeping and litter clearing was raised and the different arrangements for Wingham were explained. It was confirmed that if litter was reported, then it should be cleared by DDC contractors.
- The Close to Home magazine for DDC Tenants reported the next dates of the neighbourhood inspections for the district. Ash was not in the current round but would be included in the next schedule, as the inspections were done on a rota basis.
- The English Heritage report on Lagaan's Restaurant had not been received.

97. Public Question Time

There were no members of the public present.

Reconvene Meeting

98. Matters Arising from the minutes of the last meeting not listed on the agenda

None

99. Planning

- a) Applications

- 530 - DOV/09/00289 Land adjacent to Nanteos, Saunders Lane – erection of a detached dwelling. *No objections.*
- 532 - DOV/0290 30 Molland Close – erection of a single storey side extension. *No objections.*
- 533 - DOV/09/00343 Hoaden Farm House, internal alterations replacement of timber to steel beams. *No objections.*
- 534 – TC/09/0018 92A The Street, Ash – works to two silver birch and felling of two Lawson Cypress. *No objections.*

Lawful Proposed Development (Certificate of Lawfulness) Issued:-

- 531 - DOV/09/00056 6 Lion Walk, Ash - extension

Appeals: None Withdrawn: None

Granted by DDC:

DOV/09/01085 Land rear of The Lion Hotel, Queens Rd, Ash. Conditions include full details of existing and proposed ground levels and sections through all buildings to be approved; any gates to be sited a minimum of 6 meters from the highway edge. It was noted that national policy guidelines on highway access had changed and that was why KHS had not objected.

TC/09/00015 92 The Street – crown reductions on Silver Birch and Ash trees

Refused by DDC:

DOV/09/00063 99 Sandwich Road – erection of single storey side extension to form annex accommodation

Withdrawn: DDC None

Granted by KCC: None Refused by KCC: None

b) Other Planning Issues

i) **Update on 26 New Street:** Cllr Conolly had consulted the various departments involved and DDC Conservation Officer, Mr Alexander, has explained he will write to the owner, Mr Dyke and ask for the property to be put on the open market, if there are no other plans for it.

ii) **Update on Lagaan's:** Cllr Conolly has been informed that DDC is still awaiting the report from English Heritage.

iii) **Planning Applications** will no longer be advertised in local papers except those where there is a statutory requirement as in Conservation areas, for listed buildings, where an Environmental Statement is needed, departure from the Development Plan, affecting a Right of Way and major developments.

100. Matters Arising from the Annual Parish Assembly

- long delays in enforcement orders for caravans, vehicle repair business and drainage
- preventing the mess caused by dog fouling not being cleared up by the owners – suggestions wanted for new approach. Had also been a concern raised in the Parish Questionnaire and is included in the Parish Action Plan. Dog fouling can be reported via the DDC Web-site.
- enforcement of parking restrictions on The Street to stop obstruction on corner of Chequer Lane and The Street
- asking for more regular sweeping of The Street by shops and car park
- clear signage that Ash is covered by a Designated Public Places Order
- the increased costs of emptying cesspits since the service has been privatised by DDC
- the need for another rubbish bin at Pound Corner

101. Parish Council Property & Environment

- i) Update: the bird scarer times have been altered

- ii) The site of the former Gas Works. DDC has reported no serious concerns with only 4 properties requiring further testing of core sampling upto 2 metres.
- iii) Concerns raised about fly posting of events around the village. Local event organisers are to be asked to take them down after the event is finished. External commercial posting to be passed to DDC for removal. The provision of more noticeboards is being looked at through the Parish Action Plan.
- iv) Environment Assistant reported calls between 4 April and 30 April – 2 DDC - emptying rubbish bins; 1 fly tipping; Burford's Alley light.
- v) Environment Assistant's Report noted: the area where the rare orchids are growing had been mown by KHS. This is to be followed up with KHS. It was agreed to put on the next meeting agenda the fencing of the orchid area and action to prevent parking on the Chequer Lane / The Street corner.

102. Recreation Ground

- i) Allotments:- waiting lists. It was confirmed that tenants are not permitted to sub-let, however if the tenant wishes a helper to take on the tenancy, the helper can join the waiting list and when they are reached they could be offered the tenancy, with the restrictions that are in operation at the time.
The allotments would be inspected on 1 June.
- ii) The quote from A W Warners to replace the large concrete post and supports on the Recreation Ground fence of £275 plus VAT was accepted. The cost was due to the need to have two people on this job.
- iii) The quote from A W Warners to repair the aerial slide of £54.27 plus VAT had been accepted.
- iv) It was agreed to purchase the equipment to prevent mole hills on the Recreation Ground at a cost of £90 for the applicator, tablets £21.
- v) It was agreed to purchase a replacement heavy duty trolley. The quote is £284 + £21 delivery for 5ft type to carry upto 500kg. A range of suppliers had been compared.
- vi) The Pavilion Committee wishes to have more paving at the front of the pavilion by extending it by a couple of slabs in depth, along the full width of the pavilion. This will be looked at during the inspection which is confirmed for Monday 1 June at 6.30pm.
- vii) It was agreed to inform the Football Club that there had been complaints about offensive language at the 2nd May match.
- viii) Environment Assistant's Report noted that there the eaves of the roof of the toilet block (and the Sandwich Bush Shelter) need inspection as they are showing signs of rot. The Chairman would inspect. The newly installed safety surface at the kick wall has some loosening. This has been referred to the contractor.

103. Footpaths

- i) Updates – the trees on the Chequer Lane Footpath could be cut back after the nesting season ends in July.
- ii) The map of the parish of Ash had been laminated and mounted on board so that it would be lightweight. It would be hung at the Ash Village Hall. Mr Whitburn will ask the Rights of Way Officer about a map of the Ash footpaths, otherwise the Clerk to cost the laminating of one that had been put together.

104. Highways

- i) Updates: re-surfacing The Street is completed. KHS will be asked to continue the marking of the double yellow lines around the corner of Chequer Lane.
- ii) Overland Lane Potholes and Drainage – KHS will contact Mansfield's re drainage. KHS Officer, Mr Gasking inspected and found about 6 potholes along the road and an order to repair has been made on programmed works. The drains that are up to the No Through Road

- section are bubble drains and always looked blocked during rainfall. However, all the drains, situated at the junction of Nash Rd x 2 and on the bend by the No Through Road section x 2 will be cleared.
- iii) KHS notification about Carriageway Resurfacing on how priorities are decided was noted. This is based on the whole life cost of the repair rather than the actual state of the road.
 - iv) KHS Launch of Parish Portal for on-line reporting for Parish Councils and monitoring was noted.
 - v) EA calls between 4 and 30 April – 4 to KHS – 3 street lights, 1 sign post.

105. Reports

- i) **KALC AGM** – the meeting report was given. Suggestions on how to encourage more parish councillors to attend were asked for and it was being considered whether or not the local Forum meetings had contributed to the drop in attendance.
- ii) **Youth meeting** – as reported earlier in the meeting the project is continuing and the grant application is in draft form. The draft Partnership Agreement has suggested that the Management Board is made up of two representatives from each of the three Parish Councils, Preston, Wingham and Ash with representatives from DDC and KCC Area Youth Workers. Ash Parish Council has been asked to donate the finance and employment services via the Clerk (approximately one hour a week). Minute taking and meeting servicing would be provided by the DDC Youth Development Team. Full Agreement is being prepared for consideration by the Parish Councils. The minutes of the meeting are in the Circulation Pack.

It was agreed that the Clerk is to write giving details of the proposals and asking for their support in principle to the Ash Village Hall Management Committee, the Elders of the United Reform Church and if the lease permits it, the Pavilion Committee.

It was agreed that the Innovations money could be passed to the Kent Area Youth Worker, Mr Smith for use on a project for young people in Ash, pending details being provided by Mr Smith.

- iii) **Sandwich Forum Meeting** – Planning for Non-Planners – SE Planning Aid is an organisation that provides free independent planning advice, as well training. The dates for the next meetings for the year were circulated, with next two meeting dates being the 16 July and 29 October.

106. Finance Report

- i) NatWest charges have returned to £3.25 per month.
- ii) The Finance Report was proposed by Mr Whitburn, seconded by Mr Palmer and agreed. It was noted that there had been an additional grass cut to the Recreation Ground.

Expenditure - Employment Costs	1,625.00
Administration including map	264.00
Maintenance including tree surgery	1,472.00
VAT	231.00
Current Account as at 28 April 2009	18,302.00
Capital Reserve Account 28 April 2009	69,023.00
Parish Plan Funds	986.21
Heritage Project Grant Balance	230.00

107. Parish Action Plan Update Report

Mr Whitburn reported that the Group is going to contact all those who expressed an interest in the plan to come to a two hour session in June, to see how they may become involved in contributing to carrying out the Action Plan. There were many suggestions that could be taken forward by volunteers such as a village fete, fire-works display, action on footpaths etc.

108. Correspondence

- i) The request from the Ash Village Hall Management Committee for a contribution towards the on-going maintenance and the further request for assistance over the defective brick work was considered. It was agreed to pay the annual grant in June to help with any cash flow problems and once a report and quotes had been received on the emergency work, the Parish Council would consider the matter of financial assistance again.
- ii) E-mail asking for information on Catholic Church records for family history was to be passed to Father Anand.
- iii) It was agreed to enter Ash Village in the Kent Men of Trees Village Competition.
- iv) It was noted that the Cartwright & Kelsey Summer Fair would be on Saturday 6 June.
- v) Councillors Information Days on Sat 20 June or Wed 29 July at Lenham were noted.

Circulated:

- i) Youth Provision Minutes 24 April 2009
- ii) Clerks & Councils Direct Issue 63 May 2009
- iii) Close to Home April 2009
- iv) The Clerk Vol 41 No 3 April 2009
- v) Parish News Issue 339 April 2009
- vi) South East Planning Aid Leaflet
- vii) Kent Special Constabulary Leaflet
- viii) DDC Community Safety Guide
- ix) Southern Water Business Plan 2010-2015
- x) Neighbourhood Forum Dates
- xi) Oast to Coast Spring 2009
- xii) Sandwich Neighbourhood Forum Minutes 22 April

109. Website Report & Press Releases

The Council wanted to encourage use of the site and would welcome ideas on how to achieve more wide spread use.

110. Any Other Business

There being no further business the meeting closed at 9.50pm.