

EGERTON PARISH COUNCIL

The meeting of the Parish Council was held on Tuesday 6th June 2017
in the Committee Room of the Village Hall, Egerton at 8.00pm.

Present: Richard King (Chairman), Peter Rawlinson (Vice Chairman), Jennifer Buchanan, Claire Foinette, Ambrose Oliver, Tim Oliver, Pat Parr, Alison Richey, Rob Walker and Heather James (Clerk).

3 members of the public were present

1. **Apologies:**
2. **Declarations of interest:**
3. The minutes of the meeting on 2nd May AGM 2017: The minutes were approved and signed as a true record of proceedings.

Proposed: Jennifer Buchanan; **Seconded:** Peter Rawlinson;

4. Matters Arising from 4th April 2017

Following the visit by PCSO James Goss and his colleagues, who were not involved with incidents within Egerton, Richard proposed setting up a meeting with PCSO Angie Burden who is involved with Egerton. Angie works as PCSO on a Monday, Wednesday and Friday and as Richard would like the Clerk to attend the meeting, whose work days are Tuesday and Thursday, Richard asked if the Clerk could attend to suit Angie. He also asked Peter if he could attend the meeting. The Clerk will liaise with Peter and Richard to try and set a meeting when all are available.

Action: Clerk

Playing Fields: The bollards have been ordered and when delivered Jonathan will arrange a working party to install.

- a) **Footpaths and stiles:**
Report No. 86 of the Egerton Footpaths Representative – June 2017
Outstanding Footpath Issues:

A GREAT SUCCESS to our longstanding request for a kissing gate at Bramley Farm (Olivers) along Coach Road. A beautiful metal kissing gate now gives fantastic access. Must try this path sometime!

1. **AW92 - New Road to Orchard and Tumulus etc.** Spoke to Jonathon Harmer at the Parish Assembly. He is going to arrange for a pedestrian gate to be put in soon. Still *nothing yet*.
2. **PROW323726 - Rotten wood barrier at Raymond Shrubbs' footpath.** Still *Work scheduled*.
3. **PROW237696.** AW68 from Rockhill Road before Tim's house straight across adjacent to Rockdale Farm the stile there has rotten wooden struts which makes the plank very unstable and dangerous. Still *Awaiting Allocation*.
4. **PROW597453.** AW68 further along from above, marked as a stile but is a fence-type structure almost impossible to climb over, plus there is a metal sheep gate attached with string to that which you have to push forward to get it out of the way before you can attempt to climb over this structure. Still *Awaiting Allocation*.
5. **PROW276419.** AW91 the footpath to the side of Bedewell up the steps and straight ahead along field to point of woods at Egerton House. Fingerpost has fallen down. Still *Work Scheduled*.

6. **PROW818728.** AW81. From Stone Hill along the ridge to near the end of the path at Greenhill, the wooden stile has broken. Still *Awaiting Allocation*.
7. **PROW306422.** A villager reported a fallen wooden fingerpost along the Iden Lane byway towards the Pluckley end. Looks like rotten wood caused it to fall. Still *Allocated - Awaiting Inspection*.
8. **PROW362453.** AW72. Claire reported that between Forstal Farm and Poplar Farm the fingerpost is broken. Reported in February but mistakenly omitted from these reports. Status as of this report is *Allocated - Awaiting Inspection*.
9. **PROW236598.** (Jackie Grebby). AW93 Broken gate latch at Shepherd's Cottage making access to and from this part of the footpath impossible. *Awaiting Allocation*.
10. **PROW041997.** (Les Bidewell). AW141 (Pluckley part). Non-reinstatement of ploughed field making it difficult to walk. *Work Complete*.

Activity Since May Meeting

1. **Obstruction of Footpath (AW98) at Chapel Lane (Alison).** Alison reported a blockage on the third kissing gate from Chapel Lane at the property of Stormgard. At the time of checking this the gate obstructing the passage from that kissing gate was open so no action at present.
2. **Blockage of Footpath (AW77) off Newland Green Leading to Mundy Bois Road Opposite Kingsland Lane (Alison).** Alison reported obstruction over the footbridge along this footpath. Overhanging branches and stingers cleared to the small deviation on the left of the path due to a fallen tree directly over the line of the actual path at this point (only a few yards deviation).

HIGHWAYS (outstanding from May meeting)

1. **Report No. 251904.** Sign at Stonebridge Green. KCC "*does not meet intervention criteria*".
2. **Report No. 251906.** Mud in drain at Iden in Iden Lane. KCC state "*Works Completed*".
3. **Report No. 273866.** Parish Assembly request for road signs for Field Mill. KCC state "*Enquiry Resolved with Customer*".
4. Went on Highways fault reporting to log the bad pothole in the middle of the road down Bedlam Lane near Pond Cottage, Weeks Farm etc. but it had already been reported. 3 weeks have gone by but it has still not been done.

Thank you Pat for all your hard work keeping up with all the footpaths, stiles and highways and your reports, it is greatly appreciated.

Richard and Tim are to check on the sign on report no 251904.

Action: Richard King, Tim Oliver

The Clerk will check with KCC about the name plate sign in report 273866.

Action: Clerk

- c) **Neighbourhood and Parish Plans:** The Clerk has posted the minutes of previous meetings onto the web site so they are available to view. The Neighbourhood plan has just gone through the consultation period with ABC and if accepted progress can be made on the plan. Peter attended a course at Kingshill which he found interesting and useful. The next step with the plan is to have an open meeting for residents to discuss the plan. The next committee meeting will be held on 20th June at 7.30pm in the Committee room which the Clerk will book. **Action:** Clerk
- d) **Emergency Planning and Resilience Workshop:** The telephone tree has been set with Peter at the head then filtered down to the next layer is Pat, Claire and Mel, then to cascade down to alert all 15 helpers. Pat would like six copies of the emergency plan bound which Peter will carry out. **Action:** Peter Rawlinson
- e) **Broadband:** The Clerk will contact George Chandler KCC and Tony Digweed Openreach/BT to find out what progress has been made now the new green box is in situ opposite the Barrow House. **Action:** Clerk

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- f) **Pre-school movie night:** This has been booked for Sunday 3rd September. The film to be shown is 'Back to the Future 1'. Esther will contact EPC in due course with an update.
- g) **Entrance signs/Village gateways:** Pat is to progress with this item and will contact KCC highways on the cost of signs and the funding. The proposal is to have four gates initially. Forstal Road, New Road, Stonebridge Green and Mundy Bois, depending on costs it may be that more could be placed if necessary. Alison offered to assist Pat in moving this on. **Action:** Pat Parr, Alison Richey.
- h) **Kent Permit:** The Clerk has received a response and will check with the Barrow House as to whether some of the hedge can be taken back to accommodate some extra hard standing. The Clerk is awaiting a response from The Barrow house and will report at the next meeting. **Action:** Clerk
- i) **HugoFox web site:** Alison is assisting the Clerk with the change over from Eis to Hugofox, the Clerk is gradually posting all items requested by David Buckett (auditor) onto the web site.
- j) **Court Summons:** Following the phone call from the court that the file has not been received the Clerk will await further contact from the court.
- k) **Mobile phone signal:** Peter will write to Damian Green to update him on recent news. **Action:** Peter Rawlinson
- l) **Battle's Over beacon:** Rob will organise the beacon for the ceremony in 2018 **Action:** Rob Walker
- m) **Play area:** The Clerk has contacted Julian Mills to try and move on with the outstanding works.
- n) **Tree debris:** Resident Graham Howland has cleared away the branches cut down by another resident. Graham noted that some of the trees in Elm close need some work doing, the Clerk will contact Aaron Pack of Stumpout who has carried out tree work in the village previously. **Action:** Clerk

5) **Correspondence**

All circulated by email in advance unless marked with a *

Action

Asset register: All 23/5 **The register was approved by Cllrs, the Clerk will put onto the web site. The Computer Centre/Film Club committee are to set out a register of assets, when this is complete it will be added to the main village asset register and put onto web site.**

Statement of Internal Control: All 23/5 **There were a few amendments to carry out. Cllrs approved the statement subject to the changes. Once complete the Clerk will add to web page.**

Last Night's Area meeting see letter: All 30/5 **This will be put onto next month meeting.**

Safeguarding policy: All 1/6 **Alison has read and set out details for Egerton this will be completed by the Clerk and put onto web site. The statement will also be placed onto notice boards. Claire will be Cllr responsible for Safeguarding policy.**

*Standing Orders- **Alison has read and proposed Cllr adopt the 2013 version. The Clerk will circulate to all Cllr, put onto web site and put copy on file.**

Bank account name change-Alison: All 6/6 **Following the name change from Telcottage to The Computer Centre Alison has had the name changed on the bank account. The Film Club is part of the same account so this name has been joined to the account.**

Richard proposed a name change for the Village Hall Improvement account to Village Projects Fund to reflect that there are monies held for different project. The Clerk will show each month in the minutes under the accounts how much money is being ring-fenced for which project.

*DPI's check with Cllrs **The Clerk gave each Cllr their DPI (Disclosable Pecuniary Interest) form and asked that they were checked for correctness. Any alterations would be signed and noted. These are available via ABC web page.**

Note

South Eastern Rail Franchise Consultation - deadline 23 May: All 4/5 **Deadline changed to 30 June**

Leader Briefing Note for Parishes KCC Elections: All 11/5

Temporary Closure – Stone Hill Rd, Egerton (Ashford) – 30 May 2017 - 2 weeks: All 16/5

Training Leaflet - 2017/18 KALC: All 16/5

Kent County Council Highways Tracker Survey Report: All 16/5

Leader's Heritage and History Briefing No. 1: All 16/5

*Letter of thanks from PCC for donation to clock.

*Letter from Village hall Committee for donation, plus sale of chairs

Update 840/756 numbers: All 18/5

Help at events CPRE: All 18/5

Leader's Heritage and History Briefing No. 2: All 23/5

Ashford Sports Strategies Consultation by 30/6: All 25/5

Ashford Gateway Plus Update: All 25/5

Skills for Volunteers" course – Ashford: All 25/5

London Bridge Incident: All 6/6

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Web Items

April minutes

Neighbourhood plan minutes

June agenda

6) Accounts:

Approval of the accounts for the month, for cheques to be signed and Internet transfers to take place.

Proposed Tim Oliver; **Seconded:** Alison Richey;

Expenditure		Cheque No	£
Mrs H James	Salary June	BACS	635.39
HMRC	June	BACS	178.92
			814.31

Income			
ABC	Bi-annual precept	BACS	9700.50
			9700.50

Bank Reconciliation: Balance as at 30th May 2017 = £11,492.98 less un-presented cheques as follows:

Actual balance = £11,492.98 as at 30th May 2017

Village Improvement fund

Pre-school move = £ 8,397.15

Village Hall = £ 8,210.41

Total = £16,607.56

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Accounts for Egerton update magazine

Expenditure		Cheque No	£
Alan Arthur	delivery	0006	100.00
			100.00

Income			
Advertising			776.00
			776.00

Bank Reconciliation: Balance as at 30th May 2017 = £6734.95 Less un-presented cheques as follows:

Actual balance = £6734.95 as at 30th May 2017

Accounts for Egerton Neighbourhood Plan

Expenditure		Cheque No	£

Income			

- a) Total Budget and Precept 2017-2018 £32,840.00
Actual amount spent to date is £4006.22
- b) Richard King read out the Annual Governance statement and completed with agreement from Cllrs.
- c) The Clerk provided Cllrs with a statement showing figures to be shown on the Accounting statement (Annex 1). The statements were agreed and signed. The Clerk will send off all paperwork necessary to PKF Littlejohn. **Action:** Clerk
- d) Internal Audit letter, all questions raised will be answered and submitted by Clerk to David Buckett.
Richard noted the query on AOB and requested Cllrs try to reduce the number of issues raised under AOB at the end of the meeting.
Richard thanked the Clerk for producing all the figures and to Alison for all her assistance to the Clerk.

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7) Public Discussion

Richard King closed the meeting at 9.33pm for the public discussion, the meeting re-opened at 9.55pm.

8) Planning

Planning applications submitted to Ashford Borough Council this month for Egerton Parish Council to consider and decisions recently taken by ABC to be noted, details of which may be accessed on line at: http://www.ashford.gov.uk/online_planning/ Individuals may also register via the website with ABC to receive regular alerts of new applications and decisions.

New:

17/00716/AS	Egerton	Weald North	Coach Road Farm, Coach Road, Egerton, Ashford, Kent, TN27 9AY Application for prior notification being for the extension of existing agricultural unit.
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17/00788/AS	Egerton	Weald North	Willow Cottage, Stonebridge Green Road, Egerton, Ashford, Kent, TN27 9AN Installation of four skylights
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Support

Case Reference CO/17/00119 - The Old Byre, Willow Farm, Stonebridge Green Road, Egerton, Ashford, Kent, TN27 9AN

Letter received from ABC: This case has been assessed as a Priority 3 and has been assigned to officer. EPC await outcome.

17/00661/AS	Egerton	Weald North	3 Stonecroft Cottages, The Street, Egerton, Ashford, Kent, TN27 9DJ Erection of replacement conservatory
17/00662/AS	Egerton	Weald North	3 Stonecroft Cottages, The Street, Egerton, Ashford, Kent, TN27 9DJ Erection of replacement conservatory, removal of existing door and window retaining brick arch

Support

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Awaiting decision:

17/00635/AS	Egerton	Weald North	Orchard House, Barhams Mill Road, Egerton, Ashford, Kent, TN27 9BL Erection of a single storey side and rear extension and a single storey side extension.
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17/00608/AS	Egerton	Weald North	Barn at, Groom Farm, Newland Green Lane, Egerton, Kent Prior notification of the change of use of an existing storage building (B8) to provide a single residential dwelling (C3).
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17/00585/AS Full Planning Permission	Egerton	Weald North	Stonelea, Rock Hill Road, Egerton, Ashford, Kent, TN27 9EB Proposed demolition of existing bungalow and new two storey detached replacement dwelling
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Decided planning applications:

15/01087/CONB/AS Withdrawn By Applicant	Egerton	Weald North	Brook House, Stonebridge Green Road, Egerton, Ashford, Kent, TN27 9AP Discharge of condition 5
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17/00453/AS Permit	Egerton, Pluckley	Weald North, Weald Central	Woodlands Farm, Newland Green Lane, Egerton, Kent New garage and with games room above and external staircase to replace existing storage & garage outbuildings & containers
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9) Any other business/information:

- Laura Wilson Carbon Smart- **Grant funding for renewable energy. It was decided not to go with this company but Richard will look into what is shown on the Governments web site.**
- Notice Board- Peter **A villager has offered to help fund the purchase of a new notice board as the one on the Glebe is looking very tired. The Clerk will look into the cost of a new one and once purchased it will be decided if the new notice board should be newly positioned near to the Games Barn/Millennium hall. Richard proposed that the Clerk should look into the costs of repairing the notice board, which leaks, by the Queens.**
- Music Festival- **Peter has had a request for a marquee to be placed near to the Millennium hall for the duration of the festival. Cllrs agreed this could go ahead.**

The meeting closed at 10.23pm

Next meeting: Tuesday 4th July 2017 at 8.00pm