

**Minutes of Mersham with Sevington Parish Council Meeting held in  
the Church Room, St John The Baptist Church, Mersham on Monday, 21<sup>st</sup> September 2015**

<b>Present</b>	Geoffrey Fletcher (Chair) Jan Oakley-Hills Kenton Stewart Lee Whitehead	Colin Kibble Michael Smithers Peter Turley
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In attendance: Cllr Paul Bartlett, the Community Warden and Tracey Block (Clerk)

	To be actioned by
The meeting started at 7.30pm	
Apologies for absence had been received from Cllr Hansen.	
<b>Declaration of interest in items on the agenda</b> Cllrs Fletcher declared a pecuniary interest in the Planning Application No: 15/01170.	
<b>Minutes</b> of the Meeting on 20 <sup>th</sup> July 2015 were approved as a true record and signed accordingly.	
<b>Matters Arising from the Minutes</b> There were no matters arising.	
<b>Public Session</b> There were no members of the public present.	
<b>Borough Councillors</b> Cllr Bartlett reported that there is a site meeting on 9 <sup>th</sup> October at the Bower Road site following issues with the Church Commissioners. A decision on the traveller's site at Colyers Hill is expected imminently. A further site visit has been completed at Petworth, enforcement action is to be requested, a court order is not required as yet as all details required can be obtained by observing the area from the road. The Planning Enforcement team will be taking direction from legal services and the head of planning. The VOSA testing site application is to have some suitable conditions applied. The Junction 10A meeting has not yet been scheduled. A meeting with the leader of the council has been diarised, if no news regarding Junction 10A is received other issues will be discussed, ie Petworth. The Parish Review is underway, initial support has been indicated for Finberry to be a part of the parish of Mersham with Sevington, there will be 1200 houses in total which will make Sevington the larger part of the Parish Council. In the fullness of time this might mean that Mersham would not be sustainable and it could be suggested that once the capacity of Finberry is full then the parishes might return to the position pre: 1973. The application for the school has a number of issues, not least because it is to be built on a Flood Plain. The Parish Council were urged to look at "reserve matters" on all applications as some of the applications may have issues similar to those on Park Farm ie parking etc. Chequer Tree Paddock – the application went to appeal but there is still no outcome on this. Cllr Bartlett was thanked for his report.	
<b>Report from Community Warden</b> The Community Warden reported that the summer has been reasonably quiet, except for the annual party. There were numerous calls regarding noise nuisance at the time of the party. There was also a serious incident the following morning which is being dealt with by the Police. Car doors were being tried on 13 <sup>th</sup> September. The Community Warden has been undertaking some "Scammers awareness" work. Cllr Bartlett reported that there was an incident in a field in Sevington on a Sunday afternoon. He has been advised to report the matter should it happen again because there is a footpath running through the	

<p>field. No authority had been given for this activity. There have been similar problems near Captain's Wood.</p>	
<p><b>To consider the Co-option of a New Councillor</b>  Cllr Fletcher has been approached by an interested member of the public. Cllr Fletcher will extend an invitation to the person in question to the next meeting.</p>	<p>GF</p>
<p><b>Planning Matters:</b>  A list of Planning Applications was circulated as Appendix A with the agenda, those requiring a response were:</p> <p>Reference: 15/01118  Address: Swevening, Kingsford Street, Mersham, Ashford, Kent, TN25 6NZ  Proposal: Two storey rear extension and single storey side extension with room in roof and porch to front</p> <p>The Parish Council raises no objection to this application</p> <p>Reference: 15/01184  Address: Mersham Le Hatch, Hythe Road, Mersham, Ashford, TN25 6NH  Proposal: Refurbishment of presently unused Pavilions to annexe residential accommodation. to include internal alterations to layout and staircases</p> <p>The Parish Council raises no objection to this application</p> <p>Reference: 15/01170  Address: Ashford Orbital, Ashford Orbital Site C, Monument Way, Sevington, Ashford, TN24 0HB  Proposal: Replacement 3 no. internally illuminated fascia signs and 1 no. replacement internally illuminated pylon sign (revision to 14/01183/AS)</p> <p>The Parish Council raises no objection to this application</p> <p>Reference: 15/01166  Address: Waterbrook Park, Waterbrook Avenue, Sevington, Kent  Proposal: Application to vary conditions (2) and (7) of Planning Permission AS/10/1010 to allow for a minor re-alignment to the approved site access intended to serve the waste transfer station at Waterbrook Park, Waterbrook Avenue, Sevington, Ashford</p> <p>The Parish Council raises no objection to this application</p> <p>Reference: 15/01156  Address: Dilton &amp; Oakfield, Mersham, Ashford, TN25 7HR  Proposal: Erection of two detached chalet bungalows (lapsed planning permission 11/00707AS) and creation of new access</p> <p>The Parish Council welcomes development on this site but asks that the case officer pays particular attention to the potential over-development/population of the site and the safety of the access to the proposed properties.</p> <p>Reference: 15/01192  Address: Kingsford Hall, Kingsford Street, Mersham, Ashford, Kent, TN25 6PF  Proposal: Re-building of chimney stack at the side of the building</p> <p>The Parish Council raised no objection to this application.</p> <p>Reference: 15/00856</p>	

Address: Land at Pound Lane, Magpie Hall Road, Bond Lane and, Ashford Road, Kingsnorth, Kent  
 Proposal: Outline application for a mixed use development comprising: - Up to 750 dwellings in a mix of size, type and tenure. - Up to 210 sq.m (gross internal floor space) of A1 – A5 uses, but with no individual units greater than 150 sq. m- Up to 180 sq. m (gross internal floor space) of community/leisure uses of Classes D1 and D2.- 1 form entry primary school. - Provision of local recycling facilities. - Provision of areas of formal and informal open space. - Installation of utilities infrastructure to serve the development, including flood attenuation, surface water attenuation, water supply, waste water facilities, gas supply, electricity supply (including sub-station, telecommunications infrastructure and renewal energy). - Transport infrastructure including a new access roundabout in the vicinity of the Ashford Road/Magpie Hall Road/Steeds Lane junction, new priority control junctions on Ashford Road, a new distributor road through the site to provide relief to the existing Ashford Road plus an internal network of roads and junctions, footpaths and cycle routes. - New planting and landscaping both within the proposed development and on its boundaries as well as ecological enhancement/mitigation works. - Associated ground works. **\*\*SUBJECT TO AN ENVIRONMENTAL IMPACT ASSESSMENT\*\***

The Parish Council consider this application to be inappropriate over-development of the area and have concerns about a lack of evidence of need for these properties. The roads infra-structure is ill-equipped to deal with the high-volume of traffic that is already using these roads. Without a commitment to Junction 10A this development cannot be justified, if Highways England cannot make a viable argument for expenditure on Junction 10A now, this development should not be permitted.

**Financial Matters**

**a. To note the Parish Council’s financial position.**

The Financial Statement was circulated.

A budget against expenditure was also circulated

The following payments were authorised as having been paid since the last meeting:

Cheque	Payee’s Name	Reason for payment	Amount	Notes
501679	Countrywide Grounds Maintenance	July Invoice for grass cutting	£280.00	Inc. £46.67 VAT
501680	Mr B Branson	Litter picking August 2015	£100.88	
501681	Mr I King	Litter picking August 2015	£83.85	
501682	Mrs T Block	Salary for August 2015	£413.21	
501683	Countrywide Grounds Maintenance	August Invoice for grass cutting	£280.00	Inc. £46.67 VAT

The balance at bank is £29,673.12

**b. To authorise any payments including the Clerk’s Salary, Salaries for Messers King and Branson.**

The following payments were authorised:

Cheque	Payee’s Name	Reason for payment	Amount	Notes
501684	Countrywide Grounds Maintenance	September Invoice for grass cutting	£280.00	Inc. £46.67 VAT
501685	David Buckett	Internal Audit	£325.20	
501686	Mr I King	Litter picking September	£83.85	
501687	Mr B Branson	Litter picking September	£100.88	
501688	Countrywide Grounds Maintenance	Invoice for hedge cutting	£120.00	Inc. £20.00 VAT
501690	HMRC	PAYE	£251.80	
501691	Mrs T Block	Salary for September 2015	£390.96	

**c. To complete a change of details form for the bank.**

<p>The form to add the Clerk as an Authorised Person was completed and signed.</p> <p><b>d. To receive report from the Internal Auditor</b>  The Internal Auditor's Report was circulated. The Parish Councillors are aware that the playground checks are not being undertaken adequately. It was, therefore, agreed that a different system needs to be sought.</p>	
<p><b>To adopt the following policies in order to be compliant with both the transparency code and good practice:</b></p> <p><b>The Parish Council adopted the following policies:</b></p> <ul style="list-style-type: none"> <li>i Adoption of the Complaints Procedure</li> <li>ii Handling Requests for Information</li> <li>iii Internal review Process</li> <li>iv Freedom of Information Internal Review Policy</li> <li>v. Internal Review process and Procedure</li> <li>vi Freedom of Information Request Form</li> <li>vii Standing Orders</li> <li>viii Statement of Internal Control</li> <li>ix Protocol on the recording/filming of meetings</li> <li>x Publication Scheme</li> </ul>	
<p><b>To consider the replacement roundabout</b>  The Parish Council looked at the quotations for the replacement roundabout towards which a grant has been secured from Ashford Borough Council for £2,000. It was agreed to accept the quotation from Barge Ltd for the "Whisk" roundabout at a cost of £5,250 + £250 removal of the old roundabout. All prices exclude VAT. The Clerk is to confirm this quotation and progress the works.</p>	TB
<p><b>To agree the cutting of the hedge on new footpath AE669</b>  It was previously agreed that the Parish Council would be responsible for the cutting of the hedge on the footpath AE669. It was agreed that Cllr Smithers would contact C.Challis and ask for a quotation to cut the hedge down to approximately 3' in height. The Parish Council will await a quotation for this.</p>	MS
<p><b>To receive an update on the Village Caretaker Scheme</b>  Cllr Fletcher had attended a meeting with the Ashford Borough Council and other Councils in the prospective Cluster (Smeeth Cluster). The likely annual cost for the Village Caretaker (split between the 4 parishes) is likely to be between £22,000 and £27,000. KCC will offer £2,000 per annum per parish for the scheme, ABC will pay £5,000 per annum for the entire cluster which would provide funding per annum of £13,000. The Parish Councils currently spend approximately £7,000 per annum for the services that the Handyman would do. The other costs will need to be met from the parishes, either by increasing the precept or by sponsorship and grants etc.</p> <p>Set up costs likely to be in the region of £15,000. Up to £10,000 may be available from Ashford Borough Council. Lock ups will be rented but security will need to be ramped up.</p> <p>The Clerk agreed to contact Andrew Wickham to see if he would be able to give any of his KCC Member Grant towards these costs.</p> <p>There was a discussion regarding the Caretaker Scheme. Although the benefits of a higher standard of care were appreciated concern was concern over hours and jobs being divided up between the 4 parishes. A final decision will be needed at the October meeting. There must be a governance forum with representatives from each parish.</p> <p>It was noted that the Borough Council services are likely to deteriorate as their budget is reduced.</p>	TB
<p><b>Any Other Business</b></p>	

<p>The Clerk is still awaiting a response regarding the convex mirror query from Kent Highways.  Cllr Turley expressed concern over an over-grown hedge and has offered to draft a letter from the Parish Council requesting this be cut back.  Cllr Whitehead provided the Clerk with details of the exact location of the bin discussed at the previous meeting.  Cllr Fletcher is to contact the owner of the field of pumpkins to discuss the ditches that are falling in.</p>	<p>PT  TB  GF</p>
<p><b>The next meeting</b> was confirmed as Monday, 19<sup>th</sup> October 2015, the Clerk would like any items for the agenda by Friday 9<sup>th</sup> October, please.</p>	<p>All</p>
<p>There being no further business, the meeting was declared closed at 9.40 PM.</p>	

DRAFT