

## PARISH COUNCIL MEETING

Wednesday, 17 September 2025 at 1930hrs

Shepherdswell Village Hall

### MINUTES

To receive reports from the County and District Councillors, Community Warden, Community Beat Officer & Shepherdswell Green Spaces Group. Public questions and comments on non-agenda items (this section will be limited to 15 minutes or otherwise at the discretion of the Chair)

KCC Cllr Paul King introduced himself to the meeting and spoke about Local Government Reorganisation, KCC will be issuing its 3 year Strategic Plan and also propose to reverse it's position on the Climate Change Emergency.

Nigel Baker, Chair of the Shepherdswell Green Spaces Group, briefly addressed the meeting. He reported that the new Spartans Football container should be in place by the end of September. He also expressed his disappointment that several items on the agenda for this meeting had not been discussed with SGSG prior to the meeting.

#### **221/2025 IN ATTENDANCE & APOLOGIES FOR ABSENCE**

**Present:** Cllrs Mark Watson (Chair), Lyn Symes, Keith Roberts, Sue Taber, John Bulaitis, Marien Elgar, Terry Hunt, Carole White, Aidan Softley, Sindy Denyer and Barry Crush

KCC Cllr Paul King

31 Members of the public

**Clerk:** Jan Rousell

**Apologies:** Cllr Bradley Stauffer-Kruse (Vice Chair)

#### **222/2025 MINUTES OF THE MEETINGS HELD ON THE 16 JULY 2025 and EXTRAORDINARY MEETING ON 07 AUGUST 2025**

Minutes of the meeting held on 16 July 2025 were **AGREED** to be a true and accurate record **PROPOSED** by Cllr Elgar seconded by Cllr Hunt. **AGREED** with 1 abstentions

Minutes of the Extraordinary meeting held on 07 August 2025 were **AGREED** to be a true and accurate record **PROPOSED** by Cllr Denyer seconded by Cllr Crush. **AGREED** with 2 abstentions

#### **223/2025 DECLARATIONS OF INTEREST**

None.

#### **224/2025 PUBLIC PARTICIPATION LIMITED TO ITEMS ON THE AGENDA – 15 minutes in total.**

A resident suggested that two items on the agenda be moved further up, rather than towards the end of the meeting.

#### **225/2025 PARISH CLERK'S REPORT**

The Clerk reported that Council have received a FOI request regarding 4 Mill Lane, this will be dealt with accordingly. Correspondence has been received regarding the bins at the lower football field, particularly

when football is being played. And additional correspondence has been received regarding parking along Hill Avenue when football matches are on - Clerk to contact football teams to address both of these issues.

As requested by the History Society (agenda item 189/04) the Clerk has arranged for the name of 'Frederick Chidwick' to be added to the war memorial on Shepherdswell village green and for the war memorial to be cleaned.

DDC are offering no smoking signs for play areas in the district, Clerk to arrange for one to be fitted at the Recreation Ground.

Cllr Bulaitis commented that he has received correspondence from the applicant in relation to 4 Mill Lane.

Cllr Denyer commented that a tree has come down on ER82 (by Shepherdswell School). This has been reported to Kent Public Right of Way.

## 226/2025 FINANCE

<b>Balances as 10 September 2025</b>	<b>£</b>
Current A/C	5554.10
Business A/C	142290.47
<b>INCOME</b>	
K Wright – Rent (29/07/2025)	300.00
Cemetery – Interment Fees	350.00
Cemetery – Stonemason	150.00
Laptop Station (refund)	180.00
K Wright – Rent (08/09/2025)	300.00
<b>EXPENDITURE TO RATIFY</b>	
Hugo Fox – Website (inv 16736)	23.99
Clerk's Wages (August)	1123.02
Clerk's Wages (September)	1163.23
NEST – Clerk Pension	60.23
Service Charge	6.00
Hugo Fox – Website (inv 17672)	23.99
Service Charge	6.00
Alan Coulter (Handyman – small Hall)	105.00
Krystal Email Hosting	11.00
Lion Containers (inv AD94335)	3420.00
Kent Building Contractors	1068.00
<b>EXPENDITURE TO APPROVE</b>	
Small Works Contractor (inv 333 334)	930.00
Village Hall Fees (July & Aug)	145.00
Clerk's Expenses	780.47
Harmers (inv 25574)	144.00
Harmers (inv 25467 & 25639)	1639.58
Hart Lee Tree Surgery (inv 0803)	3792.00

DDC (inv 1020755) – fee for emptying bin at VH	195.00
Coldred Forum – Planters	172.81
Blakeney House Nurseries (inv 51406) Plantation Inspection	108.00
Blakeney House Nurseries (inv 51430) Plum Trees	238.80
	<b>8145.66</b>

**Cllr Roberts proposed that the schedule of payments be ACCEPTED, seconded by Cllr Hunt. All AGREED**

## **227/2025 PLANNING COMMITTEE**

Ref: 25/00832

Location: Whitehall Inn Stables Shepherdsweil Dover CT15 7PB

Proposal: Erection of a gate

**Cllr Roberts proposed that members support this application, seconded by Cllr Hunt. Agreed with 1 abstention**

**The following applications have been decided by DDC Planning:**

Ref: 25/00401

Location: 55 Church Hill, Shepherdsweil CT15 7NR

Proposal: Erection of a dwelling with associated parking and landscaping (self-build)

**Application Granted**

Ref: 25/00823

Location: The Old Tythe Barn, Long Lane, Shepherdsweil CT15 7LX

Proposal: Change of use of existing ancillary annex to holiday let

**Application Granted**

## **228/2025 FOOTPATH ER85**

Cllr Elgar commented that the footpath is not suitable for horses – the terrain is unsuitable and the entrance/exit from the path at Coxhill is extremely dangerous. **Cllr Elgar proposed that members strongly object to this footpath becoming a bridleway, seconded by Cllr Roberts. All Agreed**

## **229/2025 WORKING GROUP REPORTS**

229-01 **Carbon Footprint Working Group** – A report has been circulated. **Cllr Symes proposed that recycling bins are purchased, at a cost of £250-300, to be placed in the village hall car park.**

**Seconded by Cllr Taber. All Agreed**

229-02 **Highway Improvement Plan Working Group** – no report

229-03 **Communications Working Group** – no report

## **230/2025 COMMUNITY**

230-01 **Shepherdsweil Green Spaces Group**

Members acknowledged minutes of their meeting held on 08-09-2025. Cllr Watson encouraged and welcomed any ideas regarding green spaces within our villages to be fed through the Green Spaces Group. Cllr Denyer recorded her thanks for all of the efforts made so far, by the Green Spaces Group.

230-02 **Recreation Ground**

- i) Members acknowledged the proposal previously made regarding the size of the cricket square. Various discussions happened and it was decided that Cllr Watson would arrange a meeting between all interested parties.
- ii) A document regarding pitch management has been circulated, which was received from the Shepherdsweil Youth Football pitch.

**2023hrs – Cllr Watson suspended the meeting to allow a resident to speak**

A resident warned members about committing to a agreement which may not be easy to abide by. Another resident spoke about the report received from the Football Association.

**2025hrs – meeting resumed**

Cllr Watson suggested that this item is added to the October agenda following further discussion by interested parties.

- iii) The Clerk to investigate the cost of purchasing a further waste bin from DDC.
- iv) A quotation has been received regarding the maintenance and replanting of The Plantation. Clerk to seek advice from The Woodlands Trust and also further information from the nursery who provided the quotation. A plan can then be formed for future regeneration.
- v) Members discussed the issue of dog waste not being picked up in our green spaces, particularly at the recreation ground and acknowledged that the Council need to recognise that there is a problem and deal with the issue in a positive way. Cllr Hunt to bring a proposal to the October meeting.

**230-03 Reed Meadow**

Members have previously agreed to purchase a tree to commemorate the Coronation of His Majesty King Charles III, **Cllr Denyer is now proposing that the tree is planted in Reed Meadow rather than by the Scout Hut at cost of up to £400, seconded by Cllr White.** Cllr Denyer to bring a plan of the location to the October meeting. **Agreed with 2 abstentions and 2 against.**

**230-04 Coldred Pond**

All members were given opportunity to provide their views following receipt of the recent RoSPA report. Following discussion, members acknowledged the elevated risk rating (36) and the concerns raised regarding pond depth and slope profile. While the Council recognises the benefits of reprofiling the pond to introduce a wet bench, the financial implications of such works are currently prohibitive.

Instead, the Coldred Forum, has proposed installing a knee rail around the pond perimeter to act as a physical deterrent and improve delineation. **Cllr Watson proposed that the Council accept, in principle, the recommendation to install a knee rail with planting around the pond after seeking an opinion from RoSPA. Seconded by Cllr Bulaitis.** Cllr Crush requested a recorded vote: **Cllrs Hunt, Roberts, Watson, Elgar, Denyer & Bulaitis all agreed to the proposal, Cllrs Softley, White & Crush voted against and Cllrs Symes and Taber abstained from voting.**

**230-05 St Andrew's Gardens Development**

**Cllr Watson proposed that Cllr Bulaitis and the Clerk work together to progress all agenda items in relation to the above development, seconded by Cllr Symes. All Agreed**

**230-06** Resident to contact Cllr Watson to discuss the issue of lack of parking along Coxhill in further detail.

**231/2025 To RESOLVE that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of confidential information.**

**232/2025 MEADOW VIEW**

**Cllr Roberts proposed that the quotation to replace the fencing at Meadow View at a cost of £1100 be accepted, seconded by Cllr Denyer. All Agreed**

**233/2025 RESIDENT CORRESPONDENCE**

**Cllr Hunt proposed that the correspondence to resident be approved and signed, omitting the sentence in the second paragraph, seconded by Cllr Denyer. Agreed with 1 abstention**

**234/2025      DATE OF THE NEXT MEETING**

The next meeting will be held at 1930hrs on Wednesday 15 October 2025 at Shepherdswell Village Hall.