

PARISH COUNCIL MEETING

Wednesday, 16 July 2025 at 1830hrs

Coldred Village Green

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. DDC Cllr Jamie Pout spoke about available grants and the ongoing local government reorganisation. DDC Cllr Charles Woodgate also introduced himself.

Nigel Baker, Chair of the Shepherdswell Green Spaces Group, briefly addressed the meeting. He reported that the group had met with two potential providers of play equipment, with a view to updating and expanding the facilities at the recreation ground.

The replacement of the Spartans Football container remains a work in progress. If funding applications are successful, works are expected to be carried out by the end of the summer.

PUBLIC QUESTIONS

- A resident raised concerns regarding Coldred pond and comments made on social media about his business.
- Another resident expressed disappointment over the delay in organising the RoSPA inspection and highlighted safety concerns relating to the pond.
- A third resident introduced himself and congratulated Coldred on their efforts in refurbishing the pond.

The Chair thanked residents for their comments.

203/2025 IN ATTENDANCE & APOLOGIES FOR ABSENCE

Present: Cllrs Mark Watson (Chair), Bradley Stauffer-Kruse, Lyn Symes, Keith Roberts, Sue Taber, John Bulaitis, Marien Elgar, Terry Hunt, Carole White and Aidan Softley. Cllr Barry Crush joined the meeting at 1850hrs

DDC Cllrs Charles Woodgate & Jamie Pout. KCC Cllr Paul King

34 Members of the public

Clerk: Jan Rousell

Apologies: Cllr Sindy Denyer, Juliette West (Community Warden)

204/2025 MINUTES OF THE MEETINGS HELD ON THE 18 JUNE 2025

Minutes of the meeting held on 18 June 2025 were **AGREED** to be a true and accurate record **PROPOSED** by Cllr Roberts seconded by Cllr Symes. **AGREED** with 3 abstentions

205/2025 DECLARATIONS OF INTEREST

Cllr Watson declared an DPI on agenda item 208.01.

206/2025 PUBLIC PARTICIPATION LIMITED TO ITEMS ON THE AGENDA – 15 minutes in total.

A resident addressed the meeting in relation to agenda items 210/2025 and 213.03/2025. He expressed concerns about the live streaming of council meetings and urged members to give the matter serious consideration before making any decisions. Regarding item 213.03/2025, he noted that the process is likely to be lengthy and voiced support for the Council arranging face-to-face meetings with DDC and the developers. He further suggested that the Council consider establishing a working group to support and facilitate this process.

207/2025 PARISH CLERK'S REPORT

The Clerk report has been circulated and is on the website. In addition to this an email has been received regarding parking issues around Coxhill, this will be added to the September agenda.

208/2025 FINANCE

208-01 To approve payments.

| Balances as 09 July 2025 | £ |
|--|----------------|
| Current A/C | 2338.22 |
| Business A/C | 150990.47 |
| | |
| INCOME | |
| M Wright – Rent (07/07/2025) | 260.00 |
| Cemetery Inscription | 45.00 |
| | |
| | |
| EXPENDITURE TO RATIFY | |
| Hugo Fox – Website (inv 15871) | 23.99 |
| Clerk's Wages (July) | 1123.02 |
| NEST – Clerk Pension | 60.23 |
| Service Charge | 6.00 |
| | |
| EXPENDITURE TO APPROVE | |
| Small Works Contractor (inv) | 450.00 |
| Clerk's Expenses | 210.69 |
| Village Hall Fees | 132.50 |
| Harmers (inv 25320) | 819.79 |
| HMRC | 155.34 |
| Majestic Energy Certificates – EPC | 185.00 |
| Rospa Inspection | 1775.52 |
| Chair Mileage to KALC meeting on 19/06/25 (49 miles) | 25.48 |
| | 3754.32 |

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

208.02 To discuss and **APPROVE** the Internal Auditor Letter of Engagement

Cllr Roberts PROPOSED that the Engagement Letter to the Internal Auditor is approved and signed, seconded by Cllr Hunt. AGREED with 1 against

209/2025 PLANNING COMMITTEE

Cllr Elgar addressed the meeting and advised that the following decisions have been made by DDC Planning:

Ref: 25/ 00517

Address: 1 Mayfield Villas, Station Road, Shepherdswell CT15 7PE

Proposal: Variation of condition 2 (approved plans) of planning permission 24/00019 'Variation of condition 2 (approved plans) of planning permission 23/00594 for 'Erection of a dwelling' for alterations to front elevation to allow glazed gable' to allow the erection of a side garage extension

GRANTED

Ref: 25/00546

Address: 32 Eythorne Road, Shepherdswell CT15 7PG

Proposal: Erection of single storey side, front and rear extensions, insertion of 2 new rear rooflights to facilitate a loft conversion (existing conservatory to be demolished)

GRANTED

Ref: 22/01207

Address: Land At St Andrew's Gardens Shepherdswell CT15 7LP

Proposal: Outline application for the erection of up to 39 dwellings (with all matters reserved)

OUTLINE PERMISSION GRANTED

Cllr Bulaitis suggested that, in addition to the discussion under agenda item 213.03/2025, the Council should write to the DDC Planning Department to request a meeting. Key issues to be raised include the site gradient, emergency access provisions, and the allocation of Section 106 (S106) monies. Cllr Bulaitis agreed to draft the letter on behalf of the Council. He also recorded his thanks to the DDC Councillors for their ongoing support.

210/2025 LIVE STREAMING OF COUNCIL MEETINGS

Cllr Symes reported that opinions were being sought on this matter and would be reported to the September meeting.

211/2025 VEXATIOUS COMPLAINTS & CORRESPONDENCE POLICY

Cllr Bulaitis proposed that this policy should be ADOPTED, seconded by Cllr Roberts. AGREED with 7 in favour, 1 against and 3 abstentions

212/2025 WORKING GROUP REPORTS

212.01 **Carbon Footprint Working Group** – no report

212.02 **Highway Improvement Plan Working Group**

The Working Group reported that, regrettably, all requests submitted in this year's Highway Improvement Plan have been declined by Kent Highways. The Council remains committed to pursuing these improvements and will continue to lobby Highways for reconsideration and future support.

200.03 **Communications Working Group** – no report

213/2025 COMMUNITY

213-01 **Shepherdswell Green Spaces Group** – report has been circulated and is available on the website.

i. Reed Meadow

1. The planting of an area of wild flowers on the north eastern side of the Meadow has previously been approved
2. **Cllr Taber PROPOSED that members agree, in principle, the planting of memorial trees – exact number and species to be determined. Seconded by Cllr White. AGREED with 8 in favour, 2 against and 1 abstention**
3. The planting of several more mature trees elsewhere within the Meadow has already been approved
4. Discussion took place and Cllr Watson temporarily closed the meeting at 1915hrs to allow Nigel Baker to speak.

Cllr Hunt PROPOSED that Council agree to allow SGS to investigate installing a small outdoor gym and also relocate some elements of the existing play area from the Recreation Ground to Reed Meadow, supported by external funding. Seconded by Cllr Softley, all AGREED

ii. Recreation Ground

1. Members discussed installing an additional waste bin adjacent to the Youth Hut/Basketball Court. More suitable locations are to be suggested at the September meeting.
2. **Cllr Roberts PROPOSED that the Clerk obtain quotes to dig out and relay the footpath leading onto the lower field, seconded by Cllr White. All AGREED**
3. **Cllr Roberts PROPOSED that the Clerk obtain quotes to cut back the perimeter trees and undergrowth at the recreation ground, seconded by Cllr Hunt. All AGREED**
4. **Cllr Roberts PROPOSED that the Council agree to SGS investigating ideas for the Scout Hut Extension and reporting back to Council, seconded by Cllr Hunt. All AGREED**

213-02 Shepherdswell Youth Football Team

Cllr Hunt PROPOSED that the Council release the £845.75 community funds being held in trust to the Youth Football Team, seconded by Cllr Crush. AGREED with 1 abstention

213-03 St Andrews Gardens

1. Council **NOTES** the notification from DDC (30 June 2025) granting Outline Planning Permission for 39 houses in St Andrews Gardens.
2. It **NOTES** that a) the development is the largest single development in the village in the last 50 years – with the potential to significantly increase the local population – and b) local residents have legitimate questions and concerns about the progress of the development, including the Reserved Matters.
3. **Cllr Bulaitis PROPOSED that Clerk should write to Guildcrest Homes/Rebus Planning to request a meeting with representatives of the Council to discuss progress of the development and its impact on residents, also a letter is written to DDC Planning Department. Seconded by Cllr Hunt. All AGREED**

213-04 War Memorial

Cllr Hunt PROPOSED that the Council agree in principle to accept the quote for cleaning and re-engraving the lettering on the war memorial. The Clerk is to obtain additional quotes for the inclusion of a new name on the memorial and, subject to the quote being reasonable, instruct the stonemason to proceed. The proposal was seconded by Cllr Crush and unanimously AGREED.

213-05 Bus Services

Cllr Roberts proposed that the Clerk write to Cllr Mamjan to offer support to her initiative to improve bus service provision to the villages within the parish, seconded by Cllr Hunt. All AGREED

214/2025 DATE OF THE NEXT MEETING

The next meeting will be held at 1930hrs on Wednesday 17 September 2025 at Shepherdswell Village Hall.