

Westwell Parish Council
Minutes of a Meeting of the Parish Council
Held on Wednesday 19th July 7pm at Westwell Parish Hall

1. Present and apologies

Present: Cllrs Drury, (Chair) Lister, Butcher, Richards, Bartlett, Farrington, Hutchison and Wyatt.

Clerk – Sonia Young

Apologies: Cllr Bainbridge and Borough Cllr: Larry Krause

Two members of the public were present.

2. Declarations of Interest

None declared.

3. Approval of the minutes of the meetings held on 17th May 2023 and 21st June 2023

Resolved:

That the minutes of the meetings of Westwell Parish Council held on 17th May and 21st June 2023 be approved and confirmed as true records.

Proposed: Cllr Bartlett. **Seconded:** Cllr Richards.

Resolved. It was resolved to approve the minutes as true records of the meetings (subject to two minor alterations to the 17th of May minutes).

4. Matters arising not covered elsewhere on the agenda as a separate item.

Chair Cllr Drury advised that the majority of planning applications recently considered by WPC have now been decided by Ashford Borough Council. The backlog is therefore less. However, a number of decisions are still outstanding, an update will be included in the next convenient edition of the Eye. Cllr Drury also advised that the Clerk now has direct email access to all planning officers via the consultation portal and could view the plans and decision in real time. She also advised that all Cllrs and Westwell residents can now sign up to get email notifications of planning applications in the Parish.

5. Financial Report

5.1 Approval of payments in accordance with the budget

WPC main account

Expenditure to approve for July			£
Salary payment	N Ideson	BACS	206.20
Mowing	All seasons Garden Services	BACS	558.40
July salary & home office x 4 months	S Young	BACS	1063.96
TAX & NI	HMRC	BACS	2.17
Total			£1828.56

Income			
Total			

Bank Reconciliation Balance at 30th June 2023 = £29,164.58

Less unrepresented cheques as follows.

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Actual balance = £29,164.58 at 30th June 2023

WPC deposit account

Expenditure			£
Total			£

Income			
9 June	Interest	BACS	10.10
Total			£10.10

Bank Reconciliation Balance £15, 878.95 at 30th June 2023

Less un-presented cheques as follows:

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Actual balance = £15, 878.95 at 30th June 2023

WPC No 2 Account

Expenditure		Cheque No	£
Total			

Income			
Total			

Bank Reconciliation Balance £3.44 at 30th June 2023

Actual balance = £3.44 at 30th June 2023

WPC resolved to approve the accounts as noted and payments in accordance with the budget.

Proposed: Cllr Butcher. **Seconded:** Cllr Lister.

Resolved. WPC approved the accounts as noted and payments in accordance with the budget.

Action: Clerk

Cllr Drury advised that the financial standing orders would need to be updated to:

- * Record that the invoice voucher for each payment will be signed at the meeting by the chair
- * Record that payments will be made on-line
- * Record that each payment will be countersigned and approved based on the resolution made.

5.2 Confirmation of the date of the announcement for the exercise of public rights of the accounts for the year ending 31st March 2023.

The clerk confirmed that the date of announcement was 31st May 2023 and the period of inspection started on 5th June and ended on 14th July.

6. The chair suspended the meeting for Open Forum at 19.23pm

7. Open Forum

Mr K Saunby attending the meeting offered his help to WPC on defined projects.

Chair Cllr Drury thanked everyone for the help given to pull the annual fete together and said there has been much work done and that there was a great deal of work still to do. In particular she thanked Doris Cackett.

The meeting re-opened at 19.28pm

8. Planning applications received for comment

8.1 PA/2023/1096 Park House Farm, Westwell Lane, TN25 4LF

Conversion of agricultural barn and outbuildings to dwelling with associated annex and demolition of existing cattle sheds.

The design is exactly as WPC supported and approved on a prior application submission for this site; the clear intention is to preserve the buildings in a sensitive way and this second application had been needed as the conditions attached to the listed building permission had timed out. WPC welcomed the positive maintenance and repair to the roof.

WPC resolved to support the application and comment as per the prior application.

Proposed: Cllr Wyatt. **Seconded:** Cllr Farrington.

It was resolved to support the application PA/2023/1096 by resubmitting comments as per the prior application.

8.2 21/02146/AS/Land at Eureka Park, Trinity Road, Boughton Aluph

Cllrs discussed the application.

WPC resolved to ratify the comment proposed by chair Cllr Drury and circulated to all Cllrs prior to the meeting and to organise a Zoom meeting with Kennington and Boughton Aluph & Eastwell Parish Councils to further confer and agree a combined future approach, including monitoring when the application will go ABC Planning Committee and who will make representation at the Committee meeting. The SLRA will also make comment.

Proposed: Cllr Bartlett. **Seconded:** Cllr Lister.

It was resolved to ratify the comment proposed and proceed as noted above.

Cllr Bartlett thanked Cllr Drury for all her work on this application which is wide ranging and complex. Cllr Bartlett confirmed that SLRA will also make comment.

8.3 Other planning matters

Cllrs discussed the unlawful development on Kingsland Lane. The Appeal against the decision of unlawful development was lost on 24 August 2021. However, there has been no recent communication from the enforcement officer.

Action: Clerk to liaise with the enforcement officer for an update ahead of the next meeting

9. Correspondence

9.1 KCC is consulting on its budget 2024-2025. Chair Cllr Drury advised the WPC has a duty to advertise the consultation. As such, it was resolved to place the details on the parish noticeboards and put a link to the survey on the homepage of the WPC website. The deadline for responses is 6th September.

Action: Clerk.

9.2 D-Day 80th Anniversary Celebrations. Cllrs resolved that the village beacon will be lit for the 80th Anniversary celebrations on 6th June 2024, and that other proposed activities will be looked at and agreed in due course.

Action: Clerk to log Westwell village participation on the central organising portal.

10. Information items

10.1 Highways including HiP

Cllr Lister advised that KCC had repaired a number of potholes on the road between Westwell and Challock.

On Watery Lane The railings adjacent to the culvert are still missing and the railings at Sunnybank need to be repaired.

Action: Cllr Lister to follow up with the relevant authorities. He will also liaise with the KCC drainage officer on the water streaming on Westwell Lane approaching Malthouse Cottages the culvert at the edge of the field is blocked by a fallen tree.

There is also appears to be a water leak by the village entry signage on Westwell Lane to be reported – if not already done by a resident.

The road closure to allow the HiP to be done has changed and mooted to start 29 August. Cllrs Bartlett and Drury to keep the pressure on re communication and confirmed timings to give all residents adequate warning. It may not now happen during the school summer holidays.

10.2 Trees

Cllr Farrington confirmed that the dead conifer was successfully removed from St Mary's churchyard. Cllr Farrington will follow up re the removal of all risings and advise at the next meeting about a planting plan for new trees.

10.3 Playground – health and safety

It was resolved to discuss a plan of weekly visual checks of the playground with the Village Hall committee and to come back to this at the next meeting. The annual inspection report is expected shortly and will be reviewed by Cllr Farrington. The report to be circulated to all Cllrs in advance of the next meeting.

Action: Clerk and Cllr Farrington

10.4 Management of St Mary's Churchyard

It was confirmed that the churchyard is close cut at the front and strimmed with a pathway around the rear. WPC agreed it would be appropriate to better understand what is needed in the future now that building works are almost complete to see if the current roster of grounds management works is sufficient.

It was resolved to have a meeting on site with: The Clerk, Cllr Farrington, and representation from St Mary's comprising Heather/ Sue/ Martin.

Action: the clerk to organise a meeting

10.5 Annual village fete 27 August – update

Posters publicising the fete will be posted around the village soon with landowners' permission.

Chair Christine Drury is working with Doris Cackett who is assembling a roster of helpers to undertake roles as stewards and stall helpers on the day. This is to share the workload and involve more people especially newer residents. There is also the usual expert setting out teamwork the day before. A produce and cake stall, book stall, tombola, china smashing, coconut shy and BBQ are all confirmed. There will be no bric a brac stall. There will be childrens' races and dog agility, and the traditional tug of war, cow pat sweepstake and egg throw.

The same trapeze marquee as used to celebrate The Coronation of Charles III has been hired.

10.6 Hall Management Committee report

Action: Cllr Farrington to circulate the minutes of the next Hall Management Committee meeting in due course.

11. Items for the next Parish Council meeting

- WPC Cllr training
- Car parking in the village – issues to be tackled
- Community safety
- Clerk training
- KALC area report
- A list to be compiled of potential WPC projects to include a survey of the cemetery to locate and mark existing graves, repair and renewal of play equipment, management of tree roots to protect the footpaths and work at St Mary's such as the building of a hammer head for vehicles to better turn.

12. Date of next meeting

Wednesday 13th September

The meeting closed at 8.50pm

Chairman's Signature.....