

# EGERTON PARISH COUNCIL

6<sup>th</sup> October 2020

The meeting of the Parish Council was held on Tuesday 6<sup>th</sup> October 2020  
Via Zoom at 8.00pm.

## Present

Present: Richard King (Chairman), Peter Rawlinson (Vice Chairman), Sarah Elworthy, Claire Foinette, John Lawton, Tim Oliver, Pat Parr, Lois Tilden, Ken Mulholland (Ward Councillor) and Heather James (Clerk)

Jane Carr NHP Chairman

1 member of the public was present.

## 1) Apologies

Jeff Hopkins- unwell

## 2) Declarations of Interest

Pat Parr- Gift of land

## 3) Minutes of the Previous Meeting

The minutes of the meeting on 8th September 2020: The minutes were approved and signed as a true record of proceedings.

**Proposed:** Claire Foinette; **Seconded:** John Lawton;

Following a discussion on their accuracy all were in favour except for Pat Parr (abstained as absent from the meeting) and Sarah Elworthy (voted against approval).

**Note by Clerk- Local Councils explained.** Minutes. Once draft minutes have been prepared, they are often submitted to the Chairman of the meeting concerned to check. Once the Chairman has commented on the minutes and changes, if any are made, the draft minutes may be circulated for information only to all Councillors.

**Damian Green MP:** Following September meeting, Damian had suggested that Egerton PC contact Lenham and Charing PC to give their support to oppose the development. A letter will be sent to both Councils from Richard or the Clerk which John will draft.

**Action:** John Lawton, Richard King

## 4) Matters Arising

### Footpaths Report

Report No. 126 of the Egerton Footpaths Representative – October 2020

See attached report at end of minutes

Footpath sign has been repaired at Egerton House (*is this correct Pat?*)

### Highways Report

See attached report at end of minutes

The sign at junction of Bell Lane and Green Hill Lane is on the ground and will need to be replaced.

Claire noted that there is a lot of water running down Crocken Hill. She offered to report.

**Action:** Claire Foinette

### Older people's accommodation

Richard noted that he had requested an invoice from Vicky Philips for the work she had carried out, as requested by EPC. Peter has had a meeting with Jeremy Eustace and Russell Jarvis (developer) and will follow up with a report to the working group.

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**Action:** Richard King, Peter Rawlinson

### Games Barn

Kirsa Lommerud-Olsen has taken on the role of booking Clerk. All keys and paperwork have been handed over to her. Kirsa is contacting all regular users of the GB to check when they would like to commence using the GB following Government guidance.

### Trees in Recreation Ground and others to maybe felled

Two quotes have been received; the Clerk is waiting for a quote from ABC Aspire. The Clerk will chase this up before the Finance Committee hold their annual meeting to set the budget for next year, as this is a major and expensive job which will need to be taken into consideration within the precept

**Action:** Clerk

### Steps

The extra anti-slip plates have been purchased. The Clerk will contact Tim Kent to fit as soon as he is able

**Action:** Clerk

### Lenham Heath Garden Community – Update September 2020

In the July update it was noted that despite various challenges to the viability of the Garden Community Scheme Maidstone Borough Council (MBC) had agreed to a further spend of £100,000 for further work on the plan.

The second masterplan for the Council's proposed Garden Community at Lenham Heath was considered at the Policy & Resources Committee on 21 July. In the new masterplan, the rail station, motorway junction and secondary school have been dropped, and the complications of the Chapel Farm quarry, which will extend beyond the life of the scheme, have not been addressed.

The A20 is already close to capacity and the Council's vision that residents will predominantly live, work and play within the development and commute by public transport is completely unrealistic. The planned junction improvements and bus rapid transit scheme will do very little to alleviate any future traffic problems.

The outcome of the MBC July Council meeting was that councillors voted to continue with the proposal which will be submitted as part of the forthcoming Local Plan Review consultation in the autumn. The vote, however, was close with nine councillors voting for and six against taking the proposal forward.

MBC's proposal is now being evaluated along with the other sites submitted in the call for sites process by the Council's planning team. MBC is defining its spatial strategy for the next 20 years as part of its next Local Plan.

It is hoped MBC will release the reports it has commissioned to assess the call for sites. At the Strategic Planning and Infrastructure Committee (SPI) meeting in October\*, the councillors will debate MBC planners most favoured scenario for the Local Plan review. At that stage, it is expected that a decision will be made about the inclusion of the Garden Community will be known.

\*September 2020 has been a confusing month as the timeline for the Local Plan Review has been constantly changing.

After the 30th September Full council meeting, there was finally some clarity.

The SPI committee has three meetings scheduled for November (9th, 10th and 18th). The committee will debate and sift through the sites green-lighted by officers to ultimately agree on the spatial strategy for the Local Plan Review. They will decide which sites will stay in. The sifting process was due to happen at the beginning of October but has now been delayed until November. This means the decision on the inclusion or otherwise of MBC's Council Led Garden Community at Lenham Heath will not be known until the 18th November.

The Public Consultation for the Local Plan Review has been delayed from Mid-October to the 3rd December.

**Action:** John Lawton

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### Barrow House

A letter has been received from ABC confirming that our application to list the pub as an asset of the community again is being considered. Richard and Peter offered to have a meeting with the landlords but so far this has not happened.

**Action:** Richard King, Peter Rawlinson

### Millennium Hall escape route

Peter, George and Dan have cleared the route of trees and foliage. A low sleeper wall has been erected coming off the original brick wall to retain the soil on the bank. There is a small amount of tree work to still be carried out, but the main fire escape route is clear. The Clerk has received an invoice from George, thank you Peter for assisting in the work. Sue Johnson told Richard that Tim Kent clears out the guttering once all leaves have fallen during the autumn

### New picnic bench

Lois is to meet with the makers of the bench and will report progress next month.

**Action:** Lois Tilden

### Hedging and foliage near pavilion

The Clerk will contact Andrew Hopkins to carry out extra hedge cutting when he carries out works later in the year

**Action:** Clerk

### GDPR

John proposed that he repeat the Data Audit carried out last year with some additional questions and would once the results were known make recommendations to Council of any changes required including whether a DPO was required. The Council agreed to this approach.

**Action:** John Lawton

### Clerk to step down

The vacancy will be advertised and a date for interviews set. The finance committee (Richard, Peter, Tim, Claire, Clerk) will take this forward. Lois will be asked to join the Committee to assist with this, as she was a previous Clerk. Richard proposed, Peter seconded that the finance committee would decide on the candidate and then the council would approve. All in favour. Lois abstained.

**Action:** Finance Committee

### Christmas Fair

This is due to be held on the first weekend in December but with the ongoing restrictions the Clerk will check with the Committee whether it should be cancelled this year.

**Action:** Clerk

## 5) Public Discussion

Richard King closed the meeting at 8.42pm for the public discussion, the meeting re-opened at 8.43pm.

## 6) 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/](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.

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### New

<a href="#"><u>20/01262/AS</u></a>	Egerton	Weald North Ward	<b>Proposed base station land north of junction of Forstal Road and, Crocken Hill Road, Egerton, Kent</b> Prior notification for the installation of a 20m monopole housing 3 No Antennas, along with 3no. equipment Cabinets and ancillary equipment thereto.
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Whilst recognising there are some local objections to this mast, EPC took the view that the overriding case was to meet the overwhelming needs of the village to gain mobile phone signals as expressed through the development of the Parish Plan. **Supported, with a request to paint the mast to blend in with its surroundings.**

<a href="#"><u>20/01206/AS</u></a>	Egerton	Weald North Ward	<b>Agricultural Building known as Tyler Barn, Old Harrow Farm, Link Hill Lane, Egerton, Kent</b> Alternative scheme to prior approval granted under 18/01206/AS for the conversion of barn to residential incorporating minor changes in fenestration and solar panels. Addition of flue to woodburning stove. Construction of 2-bay car port and relocation of existing outbuilding. Formal change of use of land to domestic curtilage.
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### No objection

Thank you, Lois, for taking the time to do the reports for all planning.

### *Decided planning applications:*

<a href="#"><u>20/01064/AS</u></a> Split Decision	Willesborough, Central Ashford, Kennington, South Willesborough & Newtown, Charing, Egerton	Goat Lees Ward, Kennington Ward, Aylesford & East Stour Ward, Charing Ward, Weald North Ward, Willesborough Ward, Norman Ward, Victoria Ward	<b>BT Telephone Boxes in Borough Ashford Telephone Exchange, Regents Place, Ashford, Kent</b> Proposed 90 day consultation on the removal of 8 public payphones
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<a href="#"><u>20/00902/AS</u></a> Permit	Egerton	Weald North Ward	<b>Stone Hill Oast, Stone Hill Road, Egerton, Ashford, Kent, TN27 9DU</b> Single Storey Oak Framed Garden Room Extension to Rear.
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<a href="#"><u>20/00903/AS</u></a> Grant Consent	Egerton	Weald North Ward	<b>Stone Hill Oast, Stone Hill Road, Egerton, Ashford, Kent, TN27 9DU</b>
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			Single Storey Oak Framed Garden Room Extension to Rear.
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<a href="#"><u>20/00825/AS</u></a> Grant Consent	Egerton	Weald North Ward	<b>Stone Hill Oast, Stone Hill Road, Egerton, Ashford, Kent, TN27 9DU</b> Proposed replacement french doors on ground floor roundel
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<a href="#"><u>20/00885/AS</u></a> Grant Consent	Egerton	Weald North Ward	<b>Star and Garter Cottage, Egerton House Road, Egerton, Ashford, Kent, TN27 9BE</b> Replacement of all existing external doors and windows, insertion of 2no sets of french doors with 1no pair of sidelights on rear elevation, removal of external power cable and rerouting of power supply through new proprietary external kiosk.
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<a href="#"><u>20/00799/AS</u></a> Permit	Egerton	Weald North Ward	<b>Sun Patch, The Street, Egerton, Ashford, Kent, TN27 9AL</b> Demolition of existing bungalow and erection of two detached dwellings with associated amenity and parking.
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Lois noted the two planning investigations were with senior officers.

Brown's kitchen, Green Hill lane

Long Ridge, Egerton House Road.

### 7) PCSO

Kyle Farnfield PCSO 46061547 – no report. The Clerk will contact PCSO to request a report in time for monthly meetings

**Action:** The Clerk

### 8) Neighbourhood Plan Update

Jane reported that over 50 questionnaires had been received from village residents, plus submissions from 3 developers. Five of the statutory bodies (out of 40+) had also responded.

A useful and positive response had been received from Historic England, with suggestions for additional archaeological and historical detail. Natural England responded citing their latest (July) guidelines on discharges in to the Stour and the impact on the Stodmarsh SSSI. Both they and Ashford Borough Council have suggested that a full 'Appropriate Assessment' should be undertaken in relation to the allocated sites in the Neighbourhood Plan. Kent County Council have submitted a lengthy response, a large proportion of which is concerned with Public Rights of Way, but does include useful suggestions on county and national policies which could be referenced. The one issue that may be of concern is their proposal that there should be a minerals assessment undertaken for the Orchard Nurseries site because of the presence of Hythe Formation-Limestone (ie ragstone) on the site – a mineral which Ashford BC had previously advised to be present only in insignificant quantities not requiring assessment. Ashford Borough Council themselves produced a lengthy response, with detailed comments on most of the policies – some of which conflict with

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earlier advice given either before, or in response to, the November 2019 presentation of draft policies to the village. Several additional pieces of work were also signalled in their response.

Jane expressed her frustration with the Ashford BC response, and her concern for the impact on a small team of volunteers who have already spent three years developing the plan. Ashford BC have been consulted regularly on all aspects of the plan since work began but advice, described as from a 'critical friend', has often proved equivocal or conflicting. Ken Mulholland agreed to raise the steering group's concerns with the Council.

### 9) Sale of Shop

Richard noted there is nothing new to report. Alison Robinson (accountant) is helping prospective purchasers with obtaining a commercial mortgage. Richard will assist with contacting ACRK to see if any grants are available to village businesses. The prospective purchasers still have to sell their house.

**The Pop-up Post Office** is a bit intermittent as Claire has been unwell and Georgie cannot always cover. It is hoped going forward it can be a little more consistent. Tuesday 10-12 and Friday 2-4. Thank you, Ruth Haggie, for being such a help in trying to keep the village informed of changes.

### 10) Revised Statutory Documents

Financial Regulations, Standing Orders. The Clerk has received new documentation for Standing Orders and due to time constraints, these will be circulated and discussed next month.

### 11) Risk Assessments and maintenance

Claire has had a meeting with Tim Kent to go over jobs that may need to be followed up. Rivets missing from base boards on play area. Log ramp to monkey bars have rot. The Clerk has received a sketch from Tim showing how he would attempt to fix the problem of the fixings not holding in the tarmac area of the skate park. The Clerk will circulate the sketch for Cllrs to view. In a normal year Wicksteed would contact the Clerk to carry out an inspection but there has been nothing yet. Claire and the Clerk have tried to source another company, but this is proving difficult. Now a company has come forward and a meeting is to be arranged. Thank you, Claire and Sarah, for taking the time to do risk assessments checks and reports. The following are the outstanding issues with thoughts from Richard how to resolve.

- a) **Wooden steps to cricket field:** These are still quite sound and robust although there are now some small patches of rotten wood. It was agreed that Tim Kent should inspect them and replace anything that, in his opinion, needs replacing.

**Action:** Clerk to contact Tim Kent.

- b) **Grassed areas:** The moles have gone elsewhere, and the trip/hazard risk is minimal. It was agreed that some grass seed should be sown on the bare patches during the autumn when the ground is right (cordoning them off until the grass takes), for which a volunteer councillor was needed. The rabbits have been around in this area for a long time but now seem to be more prolific. That said, it was agreed to take no action: it was not a health and safety issue/hazard and attempting to fence the area off would be costly, ineffective and not a good use of resources.

**Action:** a volunteer councillor

- c) **Block paved car park area and paved steps:** A quick inspection did not reveal any significant trip hazards needing immediate attention, so it was decided to fix any individual loose blocks and defer any major work until it really necessary. A specialist had dealt with this issue in the past and it was agreed the Clerk should research the files to find out who it was with a view to contacting them in future for any major repairs.

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Action: Clerk

- d) **Signpost in 'The Cottage' garden (opposite the Barrow House):** ): It was agreed this was a matter for Kent Highway Services, not EPCs. However, it was acknowledged that KHS would be unlikely to repair it and instead there was a chance it would be replaced with an inappropriate modern metal sign. Richard King suggested that Tim Kent should look at it and advise on the best method of securing the post, perhaps to an angled steel post (to prevent it falling over) and at some time in the future replace the wooden post completely with a new one, retaining the old finger posts. Cllrs agreed RK's proposals above. The Clerk will contact Tim Kent with the list of jobs and request quotes.

Action: Clerk

## 12) Website Update

A discussion was held as to whether the Welcome pack should remain on the website due to data protection rules. It was thought it would be better to keep it as a paper document which would be distributed to new residents.

**Proposed Peter, Seconded Claire.**

Pat thanked Peter for all his hard work in getting the pack printed and bound ready for distribution. Peter has sold his business so will not now have the facilities to print the document. Les Bidewell (resident) has offered to print the document at his offices for the sum of £65 for six copies. As the finance committee are due to hold a meeting the cost of printing could be discussed and added to the budget. Peter offered to pay for the printing costs if the invoice from Les is sent to Peter. Thank you, Peter. Although it had been agreed to only have paper copies it was debated whether a pdf copy could be put onto the web site, but password protected, and only new residents informed of password.

**Proposed Peter, Seconded Claire. All in favour.**

## 13) Correspondence

All circulated by email in advance unless marked with a \*

### Action

Leader's Briefings – Thousands of Business Helped through Grants and 80th Anniversary of Battle of Britain: All 15/9

Road Safety and Enforcement survey with residents of Kent: RK, PR, John 17/9

Leader's Briefings – Urban Tree Challenge Branches Out in Ashford and New COVID App Launching: All 29/9

Leader's Briefings – New Quarter: All 29/9

Localism Act- Barrow House Asset of Community value letter: All 1/10

KALC News September: All 6/10

Lois noted a late piece of correspondence- Right to consult on land held which was either not being used or was under used. There is no need for EPC to respond as it is about Council land not village.

### Web Items

August minutes

October agenda

Draft September minutes

## 14) Accounts

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

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**Proposed** Pat Parr; **Seconded**: Tim Oliver;  
**All agreed**

<b>Expenditure</b>		<b>Cheque No</b>	<b>£</b>
Cole Ironcraft	Village sign frame work	BACS	144.00
R James & sons fencing	Anti-slip plates for steps	BACS	262.08
G. Green	Millennium hall works	BACS	632.59
Reimburse Mrs H James	Public meeting goods	BACS	42.80
Reimburse Mrs H James	Batteries	BACS	5.23
Mrs H James	October salary	BACS	771.84
HMRC	October	BACS	223.39
			<b>2081.93</b>

<b>Income</b>			
Bi-annual precept	ABC	BACS	10,074.00
			<b>10,074.00</b>

**Bank Reconciliation** Balance as at 30th September 2020 £11,791.65 less un-presented cheques as follows


**Actual balance** = £11,791.65 as at 30th September 2020

*Accounts for Egerton Update magazine*

<b>Expenditure</b>		<b>Cheque No</b>	<b>£</b>

<b>Income</b>			
Advertising			

**Bank Reconciliation** Balance as at 30<sup>th</sup> September 2020 £5,353.20 Less un-presented cheques as follows:

Alan Arthur	delivery	0018	100.00
			<b>100.00</b>

**Actual balance** = £5,353.20 as at 30<sup>th</sup> August 2020

*Accounts for Village Projects*

<b>Expenditure</b>		<b>Cheque No</b>	<b>£</b>

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Income			
Interest			0.17
			<b>0.17</b>

**Bank Reconciliation** Balance as at 30<sup>th</sup> September 2020 £20,602.61

Less un-presented cheques as follows:


**Actual balance = £20,602.61 as at 30<sup>th</sup> September 2020**

### *Village Projects fund*

<b>Pre-school move</b>	<b>£11,288.65</b>
<b>Village Hall</b>	<b>£9,313.79</b>
<b>Total</b>	<b>£20,602.44</b>

### *Accounts for Neighbourhood Plan*

Expenditure		Cheque No	£

Income			

- a) Total Budget 2019-2020 £37,055
- b) Precept and Grant £19,540  
Actual amount spent to date is £16,822.54
- c) **Internal audit report:** Date for Finance Committee to hold meeting to set budget/precept for 2021-2022. This will be on Tuesday 13<sup>th</sup> October at 3.00pm in the Computer room. The Clerk will prepare figures in advance of the meeting.

**Action:** Clerk

### **15) Any Other Business/Information**

Following the works that were carried out at the rear of the Millennium hall, Peter noted that two new fence posts would need to be put in place in the fence around the pre-school play area. This work would be carried out when the last of the trees are cleared. Peter also noted that the fence near to the kitchen door of the Millennium hall needs the posts replaced. This was agreed. Peter will obtain a quote for this work from George.

### **16) Roles and Responsibilities of Cllrs**

Richard asked members to take this item in closed session. All except Cllrs and the Clerk left, but at that point it was noted that Sarah had also left the meeting. It was decided that this item would

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need to be deferred to the next meeting when all Cllrs would be available to be involved in the discussion.

The meeting closed at 10.10pm

Next meeting: Tuesday 3<sup>rd</sup> November 2020

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### Report No. 126 of the Egerton Footpaths Representative – October 2020

3 Closed Items – 1,3 and 6 of September report

**PROW981700 and 599699.** (John Bunyard). Reported 14<sup>th</sup> August. AW64 Opposite Egerton House, right hand side of large field. Dangerous stile sloping down steep hill. **RESOLVED – WORK COMPLETE**

**PROW544509.** 21/07/19. Sarah Elworthy. AW64 opposite Egerton House, track on right hand side of field, down steep steps to sheep field, through gate or over stile if gate closed, a short distance further on a stile is broken/damaged. **RESOLVED – WORK COMPLETE**

8 outstanding issues

0 new issues

#### Outstanding Items

1. **PROW549664.** (Graham Howland). 14/05/19. AW84 Erosion of steps down to Egerton House Road/Coach Road from the Court Lodge orchard. **Work Scheduled**
2. **PROW359025.** 09/09/19. Sarah. AW94 Coldbridge. Broken stile on the right-hand side of the lane, (just before Heather's woodyard). **Awaiting Allocation**
3. **PROW191180108.** 06/11/19. Heather. AW65 behind Heather's house, Jollis Field, Coldbridge Lane, at river bridge, a tree has fallen. **Awaiting Allocation.**
4. **PROW200125016.** 02/01/20. Angus Buchanan. AW91. Footpath fingerpost is lying on the ground on the right-hand side at the boundary of Egerton House wood if coming from Pembles Cross. **Work Scheduled**
5. **PROW 200491079 and PROW 200484748.** AW90. Green Wickets, Rockhill Road. The outcome of the complaints received about being unable to use the public right of way at Green Wickets is that KCC said that due to the circumstances of the spread of the virus where they might be able to catch the virus from ramblers a temporary block was put on that part of AW90 with signs either end because there was an alternative footpath nearby. No issues since the last report. Keep on list to reinstate access once the situation changes back to normal. **This part of footpath AW90 is still closed.**
6. **PROW 200748060.** 31/07/20. Jonathan Elworthy. AW20 Stour Valley Walk at Iden Lane area. A new footpaths sign has been erected by KCC at the footpath crossroads by the River Stour which leads walkers to an uncrossable ditch and dangerous bridge. Locals like Jonathan have been using a tiny diversion to avoid these problems for at least 30 years! **Work Scheduled**
7. **PROW 200835819.** 13/08/20. Jonathan Elworthy. Related to Item 9 above: the signpost at this footpath crossroads has been removed and replaced pointing the wrong way. This is presumably because the farmer needed to plough his two fields either side of the river and couldn't get across the bridge without removing the footpath sign so when he replaced it he put it the wrong way round! Allocated - **Awaiting Inspection**
8. **PROW 200992767.** 01/09/20. Claire Foinette. AW88 Greensand Way at Elm Close. Wooden fingerpost at the steps down to the hall is rotten and needs replacing. **Awaiting Allocation**

#### New Footpath Items:

None

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**Report no. 15 of the Egerton Highways Representative - October 2020**

**Summary**

<b>Closed Items</b>	<b>2</b>
<b>Open Items</b>	<b>5</b>
<b>New Items</b>	<b>6</b>

**Closed Issues**

<b>Reference</b>	<b>Description &amp; Status</b>
522369	Crocken Hill Road – Operations & Other emergencies, Nature of fault not known
Status	Works completed
522994	Munday Bois Road – Multiple Potholes
Status	Works Completed

**Outstanding Issues**

<b>Reference</b>	<b>Description &amp; Status</b>
489008	Chapel Lane - Drainage & Flooding - Ditch Problems
Status	Enquiry attended – more work required
505386	Crocken Hill road -Blocked Drain/Gully
Status	Works being programmed
507083	Forstal Road/Bedlam Lane – Flooding
Status	Enquiry attended – more work required
499922	Chapel Lane - Drainage & flooding – Ditch Problems
Status	Enquiry investigated and customer updated
517224	Munday Bois Road – Flooding & Drainage
Status	Works being programmed
Reference	Description & Status
489008	Chapel Lane - Drainage & Flooding - Ditch Problems
Status	Enquiry attended – more work required
505386	Crocken Hill road -Blocked Drain/Gully
Status	Works being programmed
507083	Forstal Road/Bedlam Lane – Flooding
Status	Enquiry attended – more work required

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499922	Chapel Lane - Drainage & flooding – Ditch Problems

## New Issues

Reference	Description & Status
525179	Field Mill Road, by Field Mill – Drainage & Flooding, Blocked drain/gully
Status	Works being programmed
494493	Munday Bois Road – Drainage and Flooding, Carriageway flooded
Status	Works being programmed
527407	Crocken Hill Road – Multiple Potholes
Status	Works being programmed
527650	Forstal Road/Bedlam Lane – Multiple Potholes
Status	Works being programmed
527110	Forstal Road – finger post sign – indicating Egerton to be found along Wanden Lane
Status	Works completed
527709	Bell Lane – Finger post sign knocked over at junction of Green Hill Lane and Bell Lane
Status	Works being programmed