



Meeting of the Parish Council and AGM was held on Tuesday 3<sup>rd</sup> May 2022  
7.30pm Committee Room, Millennium Hall, Egerton

### **Present**

Peter Rawlinson (Vice Chairman) Cllrs Tim Oliver, Jeff Hopkins, John Lawton, Lois Tilden, Pat Parr,  
Claire Foinette, Sonia Young (Clerk)  
Borough Councillor Ken Mulholland  
2 members of the public were present

Meeting Chairman Peter Rawlinson opened the meeting and resolved to move Item 7) to Item )1 to allow PCSO Laura Langridge to update EPC as she needed to move onto resume her patrols.

### **7) Chairman to close the meeting for public discussion**

Closed: 7.35pm

Opened: 7.45pm

#### **1.) Annual Parish Assembly – proposal to move to Wednesday June 22nd**

The proposal to move the annual Parish Assembly to June 22<sup>nd</sup> to optimise attendance and community involvement was circulated in advance of the meeting and approved.

**Proposed:** Claire Foinette. **Seconded:** John Lawton. **All in approval.**

#### **2) Election of officers**

Chairman Peter Rawlinson proposed that all officers and representatives agree to continue in their roles and responsibilities from the previous year with some responsibilities re-assigned to include co-opted Cllr Richard Wall. (See Appendix iii)

**Proposed:** Peter Rawlinson. **Seconded:** Lois Tilden. **All in agreement.**

#### **3) Apologies**

Chairman Richard King  
Cllr Richard Wall  
County Councillor Charlie Simkins

#### **4) Declarations of interest**

**Cllr Claire Foinette:** neighbour to property subject to a Planning Application

**Cllr Pat Parr:** neighbour to site proposed for the Older People's Accommodation at Orchard Nurseries.

#### **5) Minutes of the Previous Meeting**

##### **The minutes of the meeting on 5<sup>th</sup> April 2022**

The minutes were approved and signed as a true record of proceedings subject to one amendment.

**Proposed:** Cllr Pat Parr **Seconded:** Cllr Claire Foinette. **All in agreement.**

#### **6) Matters Arising from 5<sup>th</sup> April 2022**

##### **a) Sale of the Shop**

No information available

##### **b) Post Office**

Cllr Richard Wall to liaise with the PO about re-advertising its services and opening hours

**Action:** Cllr Richard Wall

##### **c) Heathlands Garden Settlement**

No update

##### **d) South-East Water replacement mains water works**



Work expected to complete on time in July 2022

**e) Village noticeboards**

Maypole Construction will repair the hall noticeboard in May. No update available re siting of the Noticeboard at The Forstal.

**Action:** Cllr Lois Tilden

**f) Tree planting – The Queen’s Canopy**

The Clerk has written to Aspire to confirm that the proposed sites for planting will not inhibit mowing. No response yet.

**Action:** Clerk to chase.

The Clerk has secured a potted oak from ABC for Egerton WI to plant at Stonebridge Green in honour of The Queen’s Platinum Jubilee.

**g) Neighbourhood Plan**

Cllr Pat Parr has successfully applied to Borough Cllr Ken Mulholland for a grant to help fund printing Neighbourhood Plan and its distribution. Cllr Pat Parr proposed that 550 printed copies would cover need for the next 5 years. All agreed. Cllr Pat Parr has also applied to The Hawks Nest Trust. An application for funds also made to County Councillor Charlie Simkins.

**h) 5G Masts**

Vice Chairman Peter Rawlinson will send a letter to MP Damian Green to ask about the strategy for rollout of 5G and copy in Borough Cllr Ken Mulholland.

Cllr Ken Mulholland will ask Smarden Parish Clerk to forward a copy of recent meeting minutes to EPC. The minutes included notes from a presentation by ABC planning about their approach to applications from telecoms firms to erect poles or masts in rural areas, and the decision tree.

**7) Chairman to close the meeting for public discussion**

Chairman closed the meeting for public discussion for a second session.

Meeting closed 8.40pm

Meeting re-opened 8.55pm

**8) Footpaths report No145** (see Appendix i)

Cllr Pat Parr reported no action has been taken by KCC on any outstanding issues.

**9) Highways report No 34** (see Appendix ii)

Cllr John Lawton reported that he would once again chase the KKC Highways Steward for progress on the repair to the ragstone wall opposite Stisted Way. County Councillor Charlie Simkins to be copied in.

Cllr Lawton advised that the response from KCC Streetworks to EPC’s formal letter of complaint was poor and offered no admission of failure or apology. County Councillor Charlie Simkins to be advised that EPC found it an inadequate response and that there was no visibility about the process and protocols between Streetworks and utilities companies for a road closure.

**Action:** Cllr John Lawton to draft a letter

**10) Planning**

Planning applications submitted to Ashford Borough Council this month for Egerton Parish Council to consider, 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 with ABC to receive regular alerts of applications and decisions.

22/00481/AS	Egerton	Weald North Ward	<b>Stonebridge Green Barn, Stonebridge Green Road, TN27 9AP</b> Extension to existing carport to create home office space and a games room. Refurbishment to existing rear garden hard landscaping and outdoor seating areas.
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**EPC view:** design includes clay tiles, oak posts, and cladding to match the existing converted barn and reflects the Parish Design Statement. The hard surfacing area is extensive and may require additional drainage works / and or a planted garden area to avoid run off onto the road.

**Proposed:** Comment only

**Proposed:** Cllr Lois Tilden. **Seconded:** Chairman Peter Rawlinson. **All in agreement.**

22/00521/AS	Egerton	Weald North Ward	<b>Pembles Cross Farmhouse, Egerton House Road, TN27 9BN</b> Installation of a ground mounted solar photovoltaic array
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**EPC view:** The proposal will reduce or eliminate the need for fossil fuels and is in line with national, local and ENP policies ( D8). Vegetation around the property will obscure any view of the solar array from outside the curtilage and the equipment is sited in a plot away from the listed property and other buildings.

**Proposed:** Support

**Proposed:** Cllr Lois Tilden. **Seconded:** Cllr Pat Parr **All in agreement.**

22/00526/AS	Egerton	Weald North Ward	<b>Land North East of 5 Brook Gate abutting, Forstal Road</b> Extension of existing hardstanding
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**EPC view:** the proposed hardstanding area will be three times the existing area and could be considered an excessive solution to reducing mud on farm machinery wheels although it will reduce mud and debris deposited on the highway.

**Proposed:** Comment only

**Proposed:** Cllr Lois Tilden. **Seconded:** Vice chairman Peter Rawlinson. Cllr Claire Foinette abstained.

**All others in agreement.**

22/00564/AS	Egerton	Weald North Ward	<b>Grain Store Burscombe Farm, Coach Road, TN27 9BB</b> Variation of Condition 2 on planning permission 19/00767/AS to change the external materials from smooth fair-faced concrete and rammed concrete, to black stained timber cladding and a metal fascia, as well as some amended glazing positions.
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**EPC view:** Materials choice is in line with the Parish Design Statement although consideration to be given to allow the wood panelling to “silver” naturally .

**Proposed:** Comment only

**Proposed:** Cllr Lois Tilden. **Seconded:** Cllr Jeff Hopkins. **All in agreement.**

22/00593/AS	Egerton	Weald North Ward	<b>Dering Farm, Green Hill Lane, TN27 9EY</b> Proposed change of use from Agricultural store and farm office to holiday let accommodation with associated parking (including part retrospective for alterations to roof/ canopy and lean to rear extension).
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**EPC view:** the application falls just inside the Pluckley Parish boundary. The proposal for a holiday let is a modest visual change externally through converting an existing farm building. However, the existing farm building near to the dwelling was allowed to be altered in August 2020... “to form essential farm welfare and office facilities”. In the absence of other buildings to fulfil the essential agricultural need, and noting that the dwelling itself was allowed because it was to support a pig-rearing business on site, the question arises of how the farming enterprise will function with a holiday let taking over its only outbuilding.

**Proposed:** Object

**Proposed:** Cllr John Lawton. **Seconded:** Cllr Claire Foinette. **All in agreement.**



### 11) Orchard Nurseries

Meeting Chairman Peter Rawlinson said that the update was commercially sensitive and proposed to move discussion to closed session.

**Proposed:** Meeting Chairman Peter Rawlinson **Seconded:** Cllr Lois Tilden. **All in agreement.**

### 12) Impact of KCC removal of grant funding to Age UK Ashford

Cllr Pat Parr suggested that EPC needed to review and add to its list of local volunteers to lessen any potential impact on Egerton residents from the removal of this funding. All in agreement.

**Action:** Cllr Pat Parr to update the list of volunteers and to work on a plan for improving Egerton's ties with the Ashford Volunteer Bureau.

### 13) The Queen's Platinum Jubilee Celebrations – update

A three-day period of celebration has been planned by the EPC working group from 2<sup>nd</sup> June – 4<sup>th</sup> June. A leaflet with full details will be delivered to all residences, notices will be erected in prime locations and on all noticeboards. The group is currently seeking additional volunteers to help with the set-up, breakdown, and delivery of the planned activities.

### 14) Correspondence

Correspondence

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

Kent Resilience Team – M20 disruption continues through Easter weekend. All. 7/04

Maidstone Borough Local Plan Review Regulation 22 Notice of Submission– Lenham Garden settlement. All. 07//04

KCC seeks comment on proposed Council Strategy 2022-2026. All. 07/04

ABC briefing on the Stodmarsh issue and measures to mitigate impact of housing development. All. JC. 07/04

Rural Services Network – funding digest. All. JV. 07/04

The Village Alliance update on Ashford green buffer zone. All. 12/04

KALC services and subscription renewal request/ details. All. 12/04

Rural bulletin: review of announced Govt funding to support public transport. All. 12/04

KALC environmental calculator training. All. 12/04

KALC – NALC survey of member council funding and finances. All. 21/04

KALC Carbon Footprint tool. All. 21/04

Community Engagement: PC Brace attending Millennium Hall 2-3pm Friday 22<sup>nd</sup> April. All. 21/04

ABC Community Governance Review. All. 25/04

NALC/ Protect UK Security and Policing Event 2022 Round Up Bulletin. All 25/04

KALC forthcoming events. All. 26/04

**RSN Seminar: Rural Digital Connectivity. All. 26/04**

ABC update on household support fund. All. 3/05

Email from Ellie Rogers re the project she was leading for fibre to the home. All. 3/05

Egerton School Bluebell fun run and allied festivities/maypole Sunday 22<sup>ns</sup> May. All. 3/06

EPC discussed the update from Ellie Rogers that according to the government/KCC website, improvements have been made to our area under another project. This means Egerton is no longer entitled to a gigabit voucher. The issue to be more widely publicised at The Parish Assembly.

#### Website

March minutes

May agenda



## 15) Accounts

i) Accounts to be approved and budget spend to date noted

### Accounts

Expenditure		Cheque No	£
New bin liner – The Glebe	Reimburse Claire Foinette	BACS	37.00
Epc 8 x 2 <sup>nd</sup> class stamps	Reimburse S Young	BACS	5.44
Big Print	Flyer for parish assembly/ village jubilee celebrations (monies held in Jubilee reserve fund)	BACS	214.80
Annual mowing	Aspire	BACS	4658.71
Annual subscription	Clerks and Councils Direct	BACS	12.00
Salary + backdated annual NALC increase x 9 months: £175.50	S Young May	BACS	1157.37
HMRC	NI and tax	BACS	98.79
<b>Total</b>			<b>£6184.11</b>

Income			
Lower rec rent	Ben Hope	BACS	130.00
Refund	HMRC PAYE	BACS	2413.05*
VAT refund	HMRC	BACS	9498.39**
Precept	Ashford Borough Council	BACS	15, 538.49
Internal transfer	EPC Trustee deposit account	BACS	1,209.87
<b>Total</b>			<b>£28,790.80</b>

**Bank Reconciliation Balance at 30<sup>th</sup> April 2022 £27,609.08 less un-presented cheques as follows:**

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**Actual balance = £27,609.08 at 30<sup>th</sup> April 2022**

\*HMRC PAYE refund from period 10 2021-2022. Claim was made for £2,327 so this amount is + £86.05. No paperwork yet received from HMRC to explain the variance.

\*\* VAT return to be split: EPC £1,634.88. Games Barn: £7, 827.85. C. Centre/Film Club: £35.66

### Accounts for Egerton update magazine

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

Income			
Advertising			555.00
<b>Total</b>			<b>555.00</b>

**Bank Reconciliation Balance at 30<sup>th</sup> April 2022 £6,155.70 Less un-presented cheques as follows:**

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**Actual balance = £6, 155.70 at 30<sup>th</sup> April 2022**



#### **Accounts for Village Projects**

Expenditure		Cheque No	£

Income			
Interest			0.19
<b>Total</b>			<b>£0.19</b>

**Bank Reconciliation Balance at 30<sup>th</sup> April 2022 £20,906.92** Less un-presented cheques as follows:

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**Actual balance = £20,906.92 at 30<sup>th</sup> April 2022**

#### **Village Projects fund**

Pre-school move	£11,288.65
Village Hall	£ 9,618.27
<b>Total</b>	<b>£20,906.92</b>

i) Accounts to be approved and budget spend to date noted. The accounts were approved.

**Proposed:** Cllr Lois Tilden. **Seconded:** Cllr Jeff Hopkins. **All in agreement.**

#### **ii) VAT return noted**

Clerk advised the annual VAT return had been submitted and totalled £ 9,498.39 to be split: EPC £1,634.88. Games Barn: £7, 827.85. Computer Centre/Film Club: £35.66

#### **iii) Section 1 Annual Governance Statement 2021/22 for the year ending 31 March 2022**

The Council considered and approved the statement read out by meeting Chairman Peter Rawlinson.

The meeting Chairman and the Clerk signed and dated the document on behalf of the council.

It was noted that 4. was a 'no' as although the Council did set a period for the exercise of public rights, they did not meet all requirements on a point of technicality. (The date of announcement and date of commencement provided on the Notice were the same date-

21 June 2021. However, the date of announcement must be "not less than 1 day" before the date of commencement. As such, this must be declared as a 'No' on the 2022 Section 1 return.)

#### **iv) Section 2 Accounting Statements 2021/22 for the year ending 31 March 2022**

The Council considered and approved the accounting statements and supporting documents as provided by the Clerk who had prior to the meeting signed and dated Section 2 of the AGAR for 2021-2022. These were read out by meeting Chairman Peter Rawlinson. The meeting Chairman signed and dated the accounting statements on behalf of the Council.

**Action:** Clerk to submit all documentation to the external auditors PKF Littlejohn.

#### **16) Any other business**

- Football field surface

Cllr Jeff Hopkins advised that the trustees of the Joshua Wilkinson Trust had raised the idea of an all-weather surface being created on the football field. EPC will need a fully formed and costed proposal to properly discuss and consider the idea and/ or other possible sites.

- Waste bins

Cllr Jeff Hopkins said that the existing dog waste and litter bins adjacent to the skatepark were now somewhat hidden by the new cricket nets and needed to be moved into better view.

**Action:** Clerk to organise re-siting.

- Tree on the green near the village sign requires trimming underneath to help mowing

The Clerk advised that Egerton Tree Warden was aware and had it on his list.



## 17) Closed Session Items

The Clerk read the confidential minute of the 5<sup>th</sup> April closed session that related to an update from the Working Group for Older People's Accommodation.

The minutes were approved and signed as a true record of proceedings.

**Proposed:** Chairman Peter Rawlinson. **Seconded:** Cllr Tim Oliver. **All in agreement.**

Confidential minutes were taken on this closed session, for approval in due course.

Cllr Pat Parr left the meeting before the Closed Session.

**Meeting closed at 11.05pm. Next meeting: Tuesday 7<sup>th</sup> June 2022.**

## Appendix (i)

### Report no. 145 of the Egerton footpaths representative – May 2022

5 *Outstanding Issues remain from the March 2022 report.*

1 Closed Issues

0 New Issues

*The outstanding issues below are listed with the KCC Reference, the date reported, the footpath number, the location, the difficulty experienced and the status of action.*

1. **PROW 210554009.** 24/05/21. AW76 opposite Kingsland Lane, Mundy Bois Road. Broken stile. Status: Still Awaiting Allocation
2. **PROW 210561834.** 24/05/21. AW79 Mundy Bois Road to Rockhill Road (opposite The Laurels). Broken stile (bottom plank flicks up when you step on it as both ends have come loose from the supporting posts). Status: Still Awaiting Allocation.
3. **PROW 210959063.** 10/09/21. AW75 at Heronsdale, Wanden Lane. Egerton resident complaint of overgrowth (brambles) and fence panel leaning towards the footpath. Status: Still Awaiting Allocation.
4. **PROW211126930.** 09/11/21. Part of AW87 to the west of the church behind the Glebeland houses where the path is quite narrow. Badgers have again been active and collapsed the side of the path about halfway along. Status: Still Work Scheduled but it is accessible with rubber matting in place until a more permanent solution is found.
5. **PROW211117086.** 21/11/21. AW64 Footpath opposite Egerton House on Greensand Way in a small wooded area towards the byway up to Coach Road. Two planks missing/broken on the bridge over a small stream. Status: Work Added to Forward Maintenance Plan.
6. 09/03/22. AW88 Greensand Way from Elm Close to Stone Hill. Charlie Simkins reported a fallen tree from his property at Barlings onto the footpath. He has reported this himself. TREE REMOVED, CASE CLOSED.



## Appendix (ii)

### Report no. 34 of the Egerton Highways Representative – May 2022

#### Summary

Closed Items	0
Open Items	4
New Items	2

#### Closed Issues

Reference	Description & Status

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#### Outstanding Issues

Reference	Description & Status
42003307	Rock Hill Road – Retaining Wall vegetation damage to grouting
Logged	May 2021
Status	Enquiry under investigation
Update	Site meeting held in November and issues explained. Engineer needs to attend to determine works required. No further developments since despite chasers
589193	Stonebridge Green Road - Blocked drain/gully
Logged	July 2021
Status	Enquiry under investigation
Update	No change
619446	Repair of Blue 'Unsuitable for HGV and Long vehicles signs at the junctions of Green Hill Lane and replacement at junction of New Road and Green Hill Lane and Mundy Bois Road
Logged	February 2022
Status	Works being programmed – 90-day order
629131	Potholes – Mundy Bois Road
Logged	March 2022
Status	Works being programmed

#### New Issues

Reference	Description & Status
634285	Iden Lane – Multiple Potholes and road edge collapse





<b>Logged</b>	<b>April 2022</b>
<b>Status</b>	Enquiry under investigation
<b>634421</b>	Egerton House Road – dip depression in the road
<b>Logged</b>	April 2022
<b>Status</b>	Enquiry under investigation

### Appendix (iii)

#### Parish Council Committee, Sub committees, Steering Groups, Working Parties and Representatives

##### **Egerton Parish Council** (Full Council)

Richard King (Chairman)  
 Peter Rawlinson (Vice Chairman)  
 Claire Foinette  
 Jeff Hopkins  
 John Lawton  
 Tim Oliver  
 Pat Parr  
 Lois Tilden  
 Richard Wall – *co-opted*  
 Sonia Young (Clerk)

##### **Finance Committee** (Sub-committee)

Richard King  
 Peter Rawlinson  
 Tim Oliver  
 Claire Foinette  
 Sonia Young

##### **The Older People's Accommodation Working Group**

Richard King  
 Peter Rawlinson  
 Lois Tilden  
 Elaine Graham  
 Sonia Young  
 John Lawton

##### **EPC Development Projects Working Group**

Richard King  
 Lois Tilden  
 Peter Rawlinson

##### **Emergency Plan**

Pat Parr  
 Claire Foinette  
 Peter Rawlinson

##### **Local Needs Housing**

Lois Tilden

##### **Village Hall Management Liaison**



Pat Parr

**Games Barn Management** (Sub-committee)

Tim Oliver  
Claire Foinette  
Lois Tilden  
Kirsia Lommerud-Olsen (Bookings and maintenance)  
Melanie Rawlinson (Chairman)  
Sonia Young

**Computer Centre and Film Society** (Sub-committee) should this now be “Computer

Dave Austin (Treasurer)  
Richard King (PC rep)  
John King (chair – Film Club)  
Ruth Haggie  
Sylvia Tilman  
Sarah Gilbert  
Pat Parr (secretary - Film Club)

**Youth Matters**

Claire Foinette  
Peter Rawlinson  
Richard Wall

**Welcome Pack**

Pat Parr

**The Queen’s Platinum Jubilee Celebration Working Group**

Janet Goode  
Sonia Young  
Mel Rawlinson  
Claire Foinette  
Kate Fenwick  
Claire Stevens  
Graham Howland

**Egerton Playing Fields Association**

An independent committee from the Parish Council. The EPFA manages the Playing Fields which consists of the Cricket Ground, Football Pitch and Sports Pavilion. The Playing Fields are rented from the Parish Council for a nominal sum. Two members of the Parish Council sit on the EPFA Committee as required in the constitution of the EPFA.

Tim Oliver (PC rep )  
Jeff Hopkins (PC rep)

**Duties**

Planning matters and Reports: Lois Tilden  
Highway matters and Reports: John Lawton  
Footpath matters and Reports: Pat Parr  
Risk Assessment Reports: Claire Foinette  
Maintenance Team: Tim Oliver, Peter Rawlinson, Graham Howland  
Website Update: John Lawton  
Tree Warden: Graham Howland  
Glebe Mowing: Graham Howland



Communications/ Publicity: Peter Rawlinson, John Lawton  
Spring Clean: Richard Wall  
PO liaison: Richard Wall

**Representatives**

School Governors: Richard King, Ambrose Oliver  
ABC Parish Forum: Claire Foinette  
Rural Police Forum: Pat Parr  
KALC: Claire Foinette