

Minutes

Meeting held in Studdal Church Hall on Tuesday 3 October 2017 at 7.30 pm.

- 1. Present and apologies:**

B Merriman (Chair)
G Akhurst (Vice Chair) left the meeting at 9.03 pm
H Densham
C Hogben
G Smith
13 Members of the public
S Smith (Clerk)

Apologies: R Little
A Calthorpe
KCC Member Steve Manion
- 2. Approval of the 5 September minutes:**

After an alteration for accuracy to the minutes of item 11. Appleday iii) Claire Inglin changed to B Merriman, the minutes were proposed as a true record of the meeting by Cllr Akhurst, seconded by Cllr Hogben and all members voted in favour and they were signed by the Chair.
- 3. Declarations of interest:**

Cllr Smith declared an interest in agenda item 10. Planning 00954
The clerk declared a voluntary interest in agenda item 10. Planning 00954
Cllr Merriman declared an interest in agenda item 7. Finance i)
- 4. Matters arising from 5 September meeting:**

Diseased Ash tree at the playing field. Still to be removed and disposed of.
Planning Enforcement Wentways. When new hardstanding on the property's drive is complete, the lorry will be removed from the complained of hardstanding in Strakers Hill.
Canton. An e-mail from DDC has been received stating that all measurements on the plans are correct. The local resident is still in disagreement about the heights and will be taking this up further with DDC. The parish council to be kept informed. A demolition notice for this property has been circulated.
Revised insurance values of asset register. The insurance company has been notified of the new replacement values. Came and Co. have pointed out the excess on the policy and have acknowledged that the council are able to cover all the items on the asset register with the new replacement values without incurring any extra cost although the excess will still apply to several items.
Apple day. A very successful event. Thanks to Cllr Densham for supplying the car parking field.
Speeding signs. Cllr Calthorpe has kindly made up the speeding signs. They will be passed over to Cllr Hogben to attach to the posts. Anyone who wants to erect the signs, to provide their names and addresses to the clerk and they will be handed out when finished. Any left over can be given out at the next meeting.
UK Power networks. Have been out to cut back the trees in the Memorial Garden growing close to the power cables but have not cut back the branches near the BT wires. Clerk to contact BT to let them know.
- 5. Visitors:**

None
- 6. Reports from DDC/KCC Members**

None

7. Finance:

Cllr Merriman left the meeting.

i) To approve the payment schedule for October

Chq No.

001231 Clerks wage - September	£301.90
001232 Clerks expenses - September	£20.00
001233 Post Office - PAYE up to 5 Oct	£35.60
001234 Evergreen - September	£397.00
001235 B Merriman - Apple day expenses	£7.00
001236 PKF Littlejohn LLP - External auditor fee	£120.00
001237 KCC - Allotment rental	£17.50

Approval of the above payments was proposed by Cllr Akhurst, seconded by Cllr Hogben and all 4 members voted in favour.

Cllr Merriman returned to the meeting

ii) September bank reconciliation (current account £7,023.44 and reserve account £15,576.78 making a total of £22,600.22) proposed by Cllr Akhurst, seconded by Cllr Hogben and all members voted in favour of accepting the reconciliation.

iii) Notice of Completion of Audit. The Annual Return has been received back. There was one small 'except' matter which related to a bin missed off the asset register the previous year. This was noted by the Councillors but no action was necessary. The completion of audit notice and the external auditor report, Section 3 of the Annual Return has been displayed on the website and the notice boards.

8. A Defibrillator for the Parish

Cllr Calthorpe has done some costings and collated some general information. These are to be circulated to the Councillors to read and discuss further.

It was suggested asking the community centre committee if they would be interested in sharing the cost and perhaps be happy to install the defibrillator at the centre. Clerk to contact Mr Parfitt.

9. Data Protection and Storage

Cllr Akhurst gave the Councillors a general background to the requirements of the current and new data protection legislation. The reform of data protection legislation comes into force in May 2018. NALC and KALC are just considering the terms of the new legislation and how it will affect smaller local councils. To be compliant with the new legislation a data protection officer will be required, this financial consideration will have to be taken into account in the budget process. The new privacy statement is up on the website.

To meet the requirements for data storage and protection, the council considered and decided to purchase an encrypted hard drive at a cost of £269 and approved a monthly subscription of £10 for Dropbox for backing up computer files. This was proposed by Cllr Smith, seconded by Cllr Akhurst and all members voted in favour.

10. Local Planning:

For consideration by Councillors

DOV/17/01109 - Land adjacent to the Homestead, Homestead Lane, East Studdal, CT15 5BN

Outline application for the erection of two pairs of semi-detached dwellings (all matters reserved)

Local residents were invited to comment. Several local residents were concerned about car parking issues on the narrow road and the loss of the wooded space. The Councillors discussed the application and noted that the site had already been included in the 2010 Site Allocation Document as a site for development in the parish. Local residents were advised to make their own objections to DDC. The response from the Parish Council to neither support nor object to the application but to

list the 4 concerns from the minutes of the previous meeting with an emphasis on the second point as the application is for outline planning. To point out this may cause problems with a future developer who having purchased the land may want to further overdevelop the site. The 2010 Site Allocation plan allowed for 3 houses on the site whilst this outline application has been made for 4 houses. To take into account the views of the local residents, the response is to highlight the problem of car parking. The Council consider that 3 houses on the site would allow for sufficient car parking and are concerned with how the narrow road would cope with the extra parking required for a fourth property. This response was proposed by Cllr Merriman, seconded by Cllr Smith and all members voted in favour. Clerk to send response to DDC Planning.

DOV/17/00954 - Inglenook Farm, Roman Road, Maydensole, Sutton CT15 5HP

Conversion of stables to a holiday let, alterations to roof, erection of external staircase and balcony and formation of associated parking

Cllr Smith left the meeting.

The Councillors discussed the application. The Council decided not to comment on it. This was proposed by Cllr Hogben, seconded by Cllr Merriman and all 4 members voted in favour

Cllr Smith returned to the meeting.

For information - To note

DOV/16/00136 - Land on The south Side, Singledge Lane, Whitfield CT16 3ER

Erection 133 dwellings including 40 affordable homes, new vehicular and pedestrian access, internal access roads, car parking, landscaping, provision of open space and a locally equipped children's play area (amended details and description) DDC has received an appeal for this application. All previous comments from the Parish Council will automatically be submitted with the appeal.

DOV/17/00195 - The Outrigger, Chapel Lane, Ashley, Sutton CT15 5HZ

Change of use and conversion of detached double garage into a residential dwelling. DDC has received an appeal for this application. All previous comments from the Parish Council will be submitted with the appeal.

DOV/17/00772 - Gables, Downs Road, East Studdal, CT15 5DB

Erection of a single storey side extension to provide ancillary accommodation. DDC Granted permission

DOV/17/00687 - Site at Meadowside, Stoneheap Road, East Studdal, CT15 5BU

Erection of a detached dwelling with associated parking. DDC Refuse planning permission

DOV/17/00697 - Canton, Downs Road, East Studdal CT15 5DB

Erection of two detached dwellings, alteration to existing access and creation of parking and turning area (existing dwelling to be demolished). DDC Granted permission

DOV/17/01002 - Agricultural Buildings at Newlands Farm, Stoneheap Road, East Studdal. Ct15 5BU

Change of use of agricultural buildings to three residential dwellings. Prior approval approved.

11. Community upkeep

i) RoSPA Report

Cllr Akhurst has suggested a solution for the pinch hazard on the pedestrian gate and kindly offered to try to sort it out.

The Council considered the whole report and decided this was the only issue that needed addressing and were satisfied with the findings of the report.

ii) Padlock for the playing field

Update postponed until the November meeting.

iii) Contract for grass cutting and maintenance.

To consider quotes for the grass cutting and maintenance contract for both a single and a three year contract to cover the following community areas - The Allotment/Orchard, Memorial Garden, Playing Field and BMX track, Downs Road verge (The White House to Seaview Cottages) and Jacks

Bush, Picnic area. As the Council had not had sufficient time to digest all the information, this item to be discussed and decided at the November meeting.

12. Speeding and Traffic Issues

To consider funding 2 x HGV signs (one for the bottom of Church Hill in Sutton and the other for Downs Road) at a cost of approximately £500 with KCC matching Sutton Parish Council's £250 contribution. The location of the signs to be confirmed with KCC Highways. The Council discussed this and decided to go ahead with the purchase. This was proposed by Cllr Smith seconded by Cllr Merriman and all members voted in favour.

Cllr Akhurst left the meeting at 9.03 pm

13. Correspondence

Consultations/Surveys - For consideration

Department of Community and Local Government. Plan for the right houses in the right places. 6 week consultation. Deadline for responses is 9/11/2017. The Councillors to look at this consultation and to decide if they want to respond at the November meeting.

KALC.

i) An introduction to Planning for Local Councils 23/10/2017 New Romney Town Council assembly rooms £60.00 + VAT. No take up

ii) KCC. Highways tracker survey by 1/12/2017. Clerk to complete the survey on behalf of the Council.

Correspondence - To note

DDC. Flood Warden demo day 7/10/2017. No take up.

14. Any other business/matters to discuss

Deep water sign at the lagoon. Still outstanding. Clerk to chase up and Cllr Merriman offered to mention this at the Highways seminar on 17/10/2017

Traffic survey pie chart. Cllr Smith to e-mail the survey to C. Inglin who will display the data as a pie chart ready for uploading onto the website.

Newlands planning approval. Clerk to check why the Parish Council had not been informed about this application.

15. Date of next meeting:

Ordinary meeting Tuesday 7 November 2017 at 7.30 pm at Church Hall Studdal

Meeting closed 9.15pm

Signed: B Merriman - Chair

Date: 7th November 2017

Paper copy on file with clerk