

Great Chart with Singleton Parish Council

Founded in December 1894



Meeting of the Parish Council held on Monday 10 January 2022 at Singleton Village Hall Starting at 7.30pm MINUTES

At the start of the meeting the Vice-Chairman highlighted the importance of the Nolan Principles.

[Nolan Principles](#)

PRESENT: Cllrs Ackrill, Alexander, P Barker, Y Barker, Gathern, Sullivan, Tate, Wiffen.

ALSO PRESENT: Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk), Cllr Blanford (ABC), Cllr Shorter (ABC), 2 members of public.

1. Apologies for Absence

Cllrs Darvill, McClintock, Wilford,
Cllr Barrett (ABC), Cllr Howard-Smith (ABC), Cllr Ross (KCC), PCSO Stevens.

2. Declarations of Interest

To hear declarations of interest on this agenda, relating to:

2.1. Disclosable Pecuniary Interests

None

2.2. Other Significant Interests

None

2.3. Other Interests

Item 7.1 – Cllrs Y Barker, P Barker, Sullivan

Item 7.2 – Cllrs Y Barker, Sullivan

Item 7.3 – Cllrs Ackrill, Wiffen

Item 7.4 – Cllrs Gathern, Wiffen, P Barker

Item 7.5 – Cllrs Y Barker, Sullivan, Alexander, Wiffen

3. Minutes of the Previous Meeting

The minutes of the meeting on 13th December 2021 were agreed to be accurate, and the council resolved to accept them as a true record.

Proposed:	Cllr P Barker	Seconded:	Cllr Ackrill
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

4. PCSO Report

The PCSO was not present, and no report was circulated due to illness.

5. Reports from Borough Councillors

5.1. Cllr Barrett – Singleton East Ward

Not present but a report was circulated and is summarised below.

In late December I donated £200 to the Craft Group at Askes Court residential estate, under the management of David Marsh and I hope this goes a way to beginning the group and offering options for the residents to engage with each other and new people and learn new skills. I also attend the Carol Service with my wife and Cllr Dirk Ross and had a really fun evening.

In early December I donated £300 towards the refurbishment and planting of two Cherry trees outside Great Chart Primary School. This project was to provide a more long lasting alternative to the shrubs planted by Aspire two years ago, that unfortunately became overrun by the weeds after planting. These trees are surrounded by plastic anti weed membrane, and will be covered with wood chip and have a decent wooden edge. Wendy Pang at the School has said her Caretakers will water the trees in the Spring and Summer months.

Many of you will see that Stage 1 and 2 of the refurbishments of the Singleton Centre are effectively complete with the new unit ready to be rented, which is good news. I hope in a future meeting with the management team we can convince them to continue the good work, including marking out lines in the car park alongside further renovations to the structure.

On matters outside of Singleton East I will be this week chairing the first meeting of the Climate Change Advisory Committee which has as its main aim to advise Cabinet on the best course and trajectory to achieve Carbon Neutrality across the Ashford Borough Council estate by 2030.

Finally I also attended the Parish Xmas dinner with many of you and a thoroughly enjoyable experience it was indeed and a good opportunity to discuss all matters both political and personal.

5.2. Cllr Blanford – Weald Central Ward

Cllr Blanford thanked the PC for her invite to the Christmas lunch, which she enjoyed.

Cllr Blanford recently attended the Chilmington school for a photoshoot next to their Christmas tree which she paid for. She also visited inside the school and met with the head teacher.

The issues at Chilmington are still ongoing. ABC are due to serve notice on Hodsons relating to s106 issues.

The planning application around Buxford Manor has now been withdrawn but enforcement action may need to be taken as the landscape has been permanently changed. Cllr Tate was recently contacted in relation to lorries allegedly dumping building waste at the site, he advised to document the incident and contact ABC. Cllr Blanford has spoken to Mark Stevenson about the colours of the wooden horse but further action is unlikely to be taken.

5.3. Cllr Howard-Smith- Singleton West Ward

Not present.

5.4. Cllr Shorter - Washford Ward

Cllr Shorter seconded the need for diary keeping in relation to planning or enforcement issues.

Cllr Shorter's ward has been reasonably quiet over the Christmas period.

ABC's 2022-23 budget is out for consultation. Please make a comment now if you wish to make your points heard.

The financial settlement from Central Government has been received. This has not been increased from last year so there will be pressures on budgets over the next two financial years.

6. Reports from County Councillors (when in attendance)

6.1. Cllr Charlie Simkins

Not present.

6.2. Cllr Dirk Ross

Not present but an email sent noted a meeting planned with Cllr Barrett in Manorfield shortly, and he continues to liaise with KCC about signage in the Hoxton Close 20MPH zone.

7. Reports from Committees/Groups

7.1. Chilmington Green Planning Working Group

Meeting was held on 4th January, discussed a number of applications and minutes have been circulated.

7.2. Great Chart Playing Fields

A meeting is due to be held next week.

7.3. Singleton Spaces

The centre has weathered Christmas and is currently keeping afloat financially.

7.4. Amenities, Open Space and Environment Committee

A meeting is being held tomorrow afternoon with the Bumblebee Conservation Group. Cllr Gathern is also attending a webinar from the Pesticide Action Network to discuss being pesticide free. A reply from Cllr Simkins about the Kent Biodiversity Strategy suggests the Environment Agency should be contacted as, although KCC adopted the plan, the objectives are owned and overseen by the Environment Agency. The Environment Officer at KCC has acknowledged receipt of the same enquiry and has promised a response within 20 working days.

7.5. Staffing Committee

Meeting held in the week to discuss the job description and specification for the youth worker. The advert will go live in the next couple of weeks.

Public Participation: There will be 15 minutes of the meeting to hear public questions and comments.

Askes Court are hosting a quiz night on Friday 28th January at 6:30pm. It will be £3 per head, bring your own drinks, teams of four. Please book via Dave Marsh.

8. Planning Applications for Consideration this Month

8.1. Planning application number [21/02035/AS](#)

12 Little Hempen, Singleton, Ashford, Kent, TN23 4YS Proposed conversion of garage to home office including new window, door and extending hardstanding for additional parking – **Cllr Y Barker**

The council resolved to support the application with a comment requesting the conversion is not then changed to residential use.

Proposed:	Cllr Y Barker	Seconded:	Cllr Ackrill
Vote In Favour: 7	Vote Against: 1	Abstain: 0	MOTION CARRIED

8.2. Planning application number [21/02135/AS](#)

Old Chilmington, Chilmington Green Lane, Chilmington Green, Ashford, TN23 3DP Replacement of ceramic tile kitchen floor with a flagstone floor and removal of a solid brick kitchen island unit. – **Cllr P Barker**

This application was also discussed at the planning group. The council resolved to support the application as the changes will only improve the dwelling.

Proposed:	Cllr P Barker	Seconded:	Cllr Gathern
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.3. Planning application number [21/02192/AS](#)

Unit 1, Beult Barn, Ashford Road, Great Chart, Ashford, Kent, TN23 3DH Outline application for 3 detached dwellings with all matters reserved. – **Cllr P Barker**

As this application is for outline permission, the details are sparse and this makes it difficult to comment.

Cllr Tate noted that he had visited the site when the previous multi use application was proposed. He thinks residents will be happier with what is proposed this time.

Cllr Blanford noted that the applicant was submitting the application to see if it was feasible to put in residential dwellings, and if so, a detailed plan will be submitted with more information which can be objected to if necessary.

The council resolved to support the application.

Proposed:	Cllr Ackrill	Seconded:	Cllr Tate
Vote In Favour: 6	Vote Against: 1	Abstain: 1	MOTION CARRIED

8.4. Planning application number [21/02201/AS](#)

Agricultural barn beside, Pig and Whistle Farmhouse, Ashford Road, Great Chart, Ashford Kent, TN23 3DH Demolish existing redundant agricultural barn and replace it with a single storey dwelling that will utilise the existing access and include associated parking/hardstanding, landscape improvements and private amenity space. - **Cllr Wiffen**

A similar application was submitted in 2018, this application has changed slightly from two storey to a single storey dwelling, with a second storey in the roof.

The 2018 application was declined, appealed and the appeal also declined and the reasons for declining still stand for this application.

The council resolved to object to this application based on the risk of flooding, access to the A28 and would not respond positively to the significance of the Pig and Whistle farmhouse.

Proposed:	Cllr Wiffen	Seconded:	Cllr Y Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

9. Planning Decisions

The planning decisions were circulated and no comments were made. Please see Appendix One.

10. Policies for approval documents to review

To review policy documents when up for renewal

10.1. [ICO Model Publication Scheme](#)

10.2. [ICO Definition Document](#)

10.3. [ICO Data Protection Impact Assessment Document](#)

It was noted that the parish council doesn't run, but does own, the allotments so this needs to be included. There is some responsibility for seating that needs to be added. A note also needs to be made about the leasehold responsibilities at SEC.

The council resolved to accept these documents once the requested changes have been made.

Proposed:	Cllr P Barker	Seconded:	Cllr Y Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

11. KALC Community Award Scheme

A discussion was held and nomination agreed.

Proposed:	Cllr Wiffen	Seconded:	Cllr Y Barker
Vote In Favour: 6	Vote Against: 0	Abstain: 2	MOTION CARRIED

12. Footpath by Singleton Village Hall

There have been a couple of incidents in recent years where people have allegedly fallen over and injured themselves on this footpath. The suggestion was to possibly resurface the path and light the area.

Although no quotes have yet been obtained, a health and safety report suggested resurfacing would be a good idea. It will be expensive so could be carried out in sections with the part by the side of SVH being completed first.

SVH have suggested putting spotlights on the side of the hall to light this section of the path which was deemed sensible.

No lighting will be needed on the path above the connecting path to Bradbridge Green.

A brief discussion was held on types of lighting to use, but the council resolved to get quotes for path resurfacing only as a first step.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

13. Finance

13.1. [Items for Payment](#) and bank reconciliation

Items for Approval for Payment January 2022

Method	Items for Approval	Description	Total payable	VAT
Bacs	HMRC	January contribution	£1,562.10	
Bacs	Salary	January salaries	£4,795.40	
Bacs	Kent Pension Fund	December Pension Contribution	£917.23	
Bacs	Reimburse Ashford Community Woodland chair	CPRE Christmas Dinner	£29.70	£9.67
Bacs*	Medash	Flat Dibond Uneven surface signs for the footpath around Singleton Village Hall	£86.40	£14.40
Bacs	Don Smith Garden Care	Churchyard maintenance November	£330.00	
Bacs*	London Hearts	Two lockable cabinets	£912.00	
Bacs	Singleton Environment Centre	Parish Council Christmas Lunch	£263.05	
Total:			£ 8,895.88	£24.07

* For information only

Income

Method	From	Description	Total received	VAT (if applicable)
Bacs	Dr. Setty	Funds towards landscaping land outside Great Chart school	£ 250.00	
Bacs	Metro Bank	Interest	£ 0.75	
Bacs	Great Chart Village Hall	Venue hire refund	£ 94.00	
Bacs	Great Chart Cricket Club	Contribution towards Defibrillator	£ 600.00	
Total:			£ 944.75	

Credit card payment items for Information	Description	Total paid	VAT
Account Number:19079376			
Plusnet	Telephone and broadband	£59.47	9.91
Amazon	Desk dairy x 5	£22.45	£3.75
Amazon	Descaler	£9.00	£1.50
McColls	Refreshment for meeting	£3.05	
McColls	Refreshment for meeting	£1.75	
Wickes	Twin slot brackets	£58.00	£ 9.67
Account Number: 24056805			
Wickes	Twin slot bracket for container	£28.00	£4.67
Thanet Tool Supplies	Screw drivers	£27.00	£4.50
Fixing Warehouse	1 m stainless steel rule	£13.95	£3.10
Thanet Tool Supplies	Screw extractors and drill parts	£20.00	£3.33
Screwfix	Mitre adhesive	£11.49	£1.91
Sainsbury's	Diesel for van	£40.01	£6.67
B&Q	Ply wood	£47.47	£7.91
Giff Gaff	Mobile broadband	£20.00	£3.33
Applegreen	Diesel for van	£50.28	£8.38
Landscape Plastics*	Weed control membrane and pegs	£86.81	£14.47
Total:		£498.73	£83.10

* The cost is covered by grant from Cllr B. Barrett

Great Chart with Singleton Parish NEW

Bank - Cash and Investment Reconciliation as at 15 December 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

30/11/2021	Metro Bank Current Account	128,196.72
30/11/2021	Metro Bank Instant Access	89,115.54
30/11/2021	Metro Bank Credit Card 6934	-101.08
30/11/2021	Metro Bank Credit Card 8589	-457.59
30/11/2021	NatWest Current	100.00
30/11/2021	NatWest Reserve Account	151,257.99
31/03/2021	Nationwide Business 1 Yr Fixed	210,358.13

578,469.71

All Cash & Bank Accounts

1	Metro Bank Current Account	128,196.72
2	Metro Bank Instant Access	89,115.54
3	Metro Bank Credit Card	-558.67
4	NatWest Current Account	100.00
5	NatWest Reserve Account	151,257.99
6	Nationwide Business 1 Yr Fixed	210,358.13

Other Cash & Bank Balances 0.00

Total Cash & Bank Balances 578,469.71

The council resolved to approve the items for payment and acknowledged the bank reconciliation.

Proposed:	Cllr P Barker	Seconded:	Cllr Tate
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

14. Clerk's Report and Update on Issues not Listed Elsewhere on the Agenda

The Clerks Report was circulated, please see Appendix Two. A suggestion was made to host the Singleton Pop Up Café at Askes court, a resident will investigate this.

15. Correspondence

None

16. Items for Information or Agenda for Next Meeting

- Parish Council community award scheme

17. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on **Monday 14 February 2021** starting at **7.30pm** at **Great Chart Village Hall**

The meeting closed at 20:50pm.

Signed as a true record by:

Cllr Wiffen _____

Date: _____

Planning Decisions

January

Planning application number 21/01410/AS

17 Oakenpole, Singleton, Ashford, Kent First Floor side extension to create bedroom

ABC: Permit PC: Support

Planning application number 21/00030/GPDE/AS

25 Lakemead, Singleton, Ashford, Kent, TN23 4XX Notification of a larger home extension – single storey rear extension (depth 4.0 m x eaves 2.30m x ridge 3.80m) **ABC: Prior**

Approval Not Required

Planning application number 21/00242/TP

Land adjacent The Barn, Chilmington Green Lane, Chilmington Green Black Poplars (G01). Reduce in height by 13m leaving finished height 13m - this equates to reducing back to the previous reduction points. Excessive shading on new development, to promote young healthy growth, to mitigate against any future failure next to new housing development. Oak (T01). Cut back north west facing side by 2m (amended from 3m) leaving finished length 8m. Excessive shading over new housing development. **ABC:**

Grant Consent

Planning application number 21/01872/AS

Hop Farm, Park Lane, Great Chart, Ashford, Kent, TN26 1JZ Prior Notification for the change of use of an agricultural building and land within its curtilage to one smaller dwellinghouse including associated operational development. **ABC: Prior approval not required**

Planning application number 21/01808/AS

144 Imperial Way, Singleton, Ashford, Kent, TN23 5HU Lawful Development Certificate- Proposed- Garden office outbuilding **ABC: Proposed Use/Development Would be lawful**

Planning application number 21/00340/AS

Oaklands, Sandy Lane, TN26 1JN Erection of building for use as a double garage with additional living accommodation (revision to 17/00591/AS) **Appeal: Dismissed**

Planning application number 17/01170/CONF/AS

Land at Chilmington Green, Ashford Road, Great Chart, Kent Partial discharge of condition 3 (a - design of doorstep play spaces),(c - paths details),(d - hard surfaces details),(e - street furniture details) & (g - sample panels proposed materials) - in relation to the doorstep play area within Phase 1B and Phase 1C only. **ABC: Permit PC: Support**

Planning application number 18/00733/CONF/AS

Land adjacent The Barn, Chilmington Green Lane, Chilmington Green. Discharge condition 5 (Trees – Arboricultural) ABC- Permit PC: No Comment

Planning application number 21/01865/AS

Land East of and adjoining Bucksford Manor, Chart Road, Great Chart, Kent Retrospective Operational Development including excavation and regrading works to a lake, installation of retaining walls, erection of fencing adjacent to a highway, formation of a track/pathway and the installation of pontoons. **Application withdrawn by applicant**

Planning application 17/01334/CONB/AS

Land at Chilmington Green, Ashford Road, Great Chart, Kent Discharge of condition 1 (SUDS) **Withdrawn- Inappropriate Procedure**

Appendix Two

Clerk's Report – January 2022



Happy New Year

Wishing you all a happy and healthy New Year.

Events

Pop Up café: The next Pop-Up Café will be held on Wednesday at Great Chart Village Hall 12 January 2022 starting at 11.00 am.

We will be holding the Pop-up Café in the morning at Great Chart village hall (11.00am to 1.00pm) and in the afternoon at Singleton Village hall between 2.00pm and 4.00pm starting from February.

Please make a note of the future Pop-Up Café dates below:

Wednesday, 12th January 2022

Wednesday, 16th February 2022 & Singleton Village Hall

Wednesday, 16th March 2022

Wednesday, 13th April 2022 & Singleton Village Hall

Wednesday, 11th May 2022

Wednesday, 15th June 2022 & Singleton Village Hall

Wednesday, 13th July 2022

Wednesday, 10th August 2022 & Singleton Village Hall

Wednesday, 14th September 2022

Wednesday, 12th October 2022 & Singleton Village Hall

Wednesday, 16th November 2022

Wednesday, 14th December 2022 & Singleton Village Hall

Community Heroes:

I am pleased to say someone signed up for the scheme and the number of volunteers is slowly increasing. Please promote the scheme with your friends and family. It would be great to involve more residents.

Tabling a motion for Parish council meetings: If you would like to request an agenda item, please send a motion at least seven clear days before the meeting via theclerk@greatchartsingleton-pc.gov.uk with the wording you would like to appear on the agenda. Please note, if the motion's wording is not clear, it could be rejected, or you could be requested to resubmit the motion with better wording.

National Association of Local Councils: If you haven't already please subscribe to [NALC's newsletter](#). It has up to date information relating to the sector as well as news about the latest events.

Training: Please regularly check the Kent Association of Local Councils website for updates on training. If there is anything you feel would improve your role as a councillor, please book a place using their Eventbrite website. When booking a place at an event, please do not forget to select payment by invoice and the invoice to be sent to the clerk. If you have issues with accessing the website please email Laura Dyer at manager@kentalc.gov.uk and she will be able to assist you.

Reporting: It is very important that if you see a fault, it is reported to the relevant authority immediately so works can be arranged. It is often confusing to know who to report to so if in doubt you can check the Parish Council [website](#) where all the information you need to know is available. Did you know you can use What3Words to pinpoint the exact location of a fault? You can either access it via [the website](#) or download the app on your smartphone.

1911

Social Media: Please keep liking and sharing our posts on social media so it can reach a wider audience. If you are on Twitter, Facebook or Instagram ensure you give us a like and follow us 😊