

Great Chart with Singleton Parish Council

Founded in December 1894



Meeting of the Parish Council held on Monday 11th April 2022 at Great Chart Village Hall at 7.30pm MINUTES

PRESENT: Cllrs Ackrill, Alexander, P Barker, Y Barker, Gathern, Sullivan, Tate, Wiffen (Vice-Chair).

ALSO PRESENT: Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk), Cllr Barrett (ABC), Cllr Blanford (ABC), Cllr Howard-Smith (ABC), Cllr Shorter (ABC), and 2 members of public

1. Apologies for Absence

The council approved apologies for Cllrs Darvill, McClintock, Wilford and Cllr Ross (KCC)

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

Item 12.3.1 – Cllrs Ackrill, Wiffen

Item 12.3.2 – Cllrs Ackrill, Wiffen

Item 12.3.3 – Cllrs Y Barker, Gathern

2.3. Other Interests

Item 7.1 – Cllrs P Barker, Y Barker, Sullivan, Wiffen

Item 7.2 – Cllrs Y Barker, Sullivan

Item 7.3 – Cllr Ackrill, Wiffen

Item 7.4 – Cllrs P Barker, Wiffen, Gathern

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

Item 12.3.4 – Cllr Gathern

3. Minutes of the Previous Meeting

The council resolved to approve the minutes of the meeting held on Monday 14th March 2022 as a true record.

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

The council resolved to approve the minutes of the extraordinary meeting held on Tuesday 22nd February 2022 as a true record.

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

4. PCSO Report

The PCSO was not present for the meeting. In future, the PCSO will attend community events such as the pop up café rather than council meetings as there is more opportunity for her to interact with residents. She is willing to attend a meeting if there is a particular matter that needs discussing.

5. Reports from Borough Councillors

5.1. Cllr Barrett – Singleton East Ward

Cllr Barrett has recently conducted a walkabout with Cllr Wiffen and the Clerk to visit the Heron Walk area. A consultation exercise was carried out with residents about the idea of a community garden and the idea was welcomed. It was generally agreed that if the parish council installed planters, then the residents would be willing to maintain them.

A meeting also took place with the Clerk and Aspire regarding the North Field. There is a draft plan which will be consulted on in the next couple of months, this will include a tree lined walkway, pond, new benches and dog walking area. ABC will be funding the installation and maintenance of the meadow, in conjunction with volunteer groups.

After significant work took place around Singleton Lake and Buxford Meadow it was agreed that Aspire will provide a schedule of their works over the coming year to be displayed in noticeboards and on social media.

Cllr Barrett suggested that Singleton Spaces access funding for a wind turbine.

5.2. Cllr Blanford – Weald Central Ward

Cllr Blanford is meeting regularly with the CMO, residents have received a consultation document about opening the community building.

Hodsons and ABC are still in discussions around the s106 agreement.

The tail has not yet been fixed on the wooden horse, it is no longer on the site so may have gone missing. Cllr Blanford will chase Stevensons.

Stodmarsh work continues.

5.3. Cllr Howard-Smith- Singleton West Ward

Cllr Howard-Smith is continuing discussions around the trees on Imperial Green, she will chase up a response.

Ward member grants have started again for the financial year.

5.4. Cllr Shorter -Washford Ward

Cllr Shorter explained that the Hodson s106 issues remain confidential whilst proceedings take place. There is a proposal to open the CMO cabin on a restricted basis around the operating building site.

The CMO have appointed a resident director, Steve Bartlett.

Pre-emptive work has started on the secondary school, the application decision is imminent.

Cllr Wiffen raised the lack of wheel washing coming off the Hodsons site, this will become an issue with dust as the weather gets warmer. Cllr Shorter suggested the ABC environment team will need to be informed.

6. Reports from County Councillors (when in attendance)

6.1. Cllr Charlie Simkins

Not present.

6.2. Cllr Dirk Ross

Not present – apologies given.

7. Reports from Committees/Groups

To receive reports from committees

7.1. Chilmington Green Planning Working Group

A meeting was held on 15th March and minutes have been circulated.

ABC have released a statement in relation to Chilmington Green.

The proposed gates have been removed from the Parcel K application.

7.2. Great Chart Playing Fields

A meeting was held on 21st March and minutes were circulated. The recent break in and repair works were discussed.

The AGM will be held on 23rd May at 7pm.

7.3. Singleton Spaces

Cash flow is still improving. Easter activities are planned for this weekend, and next Saturday there will be a quiz.

7.4. Amenities, Open Space and Environment Committee

The area adjacent to the allotments has been cleared of vegetation. There are plans to install a fence around the new area.

The committee is still waiting for a management plan for Buxford Meadow.

A meeting was held with Aspire to continue discussions around meadow creation.

Two areas were agreed and work has now started.

The committee are still looking into green roof bus stops. There is grant funding available for these types of projects so the committee hope to apply.

A meeting was held with the Bumblebee Conservation Trust to progress plans on meadow areas. They noted that the council need to communicate with residents so they know what is happening and manage expectations that it won't happen overnight.

The committee are looking into setting up a tree trail around the parish. This will be discussed with ABC to complement what they are also doing.

The committee is looking to encourage resident engagement on planters around the parish.

Cllr Shorter noted that Aspire are investing in meadow management equipment.

Cllr Barrett noted that No Mow May will run again in 2022.

7.5. Staffing Committee

Interviews for the youth worker role will take place on 21st April.

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

Askes Court quiz night will be on 22nd April 6:30pm, all welcome.

8. Planning Applications for Consideration this Month

8.1. Planning application number [21/01315/CONA/AS](#)

Land between the Pig and Whistle Farmhouse and Minden Cottage, Ashford Road, Great Chart, Kent, Discharge condition 22 (Ecological summary and mitigation plan)
- **Cllr Y Barker**

A permit decision has already been made for this application so no discussion took place.

8.2. Planning application number [22/00434/AS](#)

Peel House, Singleton Road, Great Chart, Ashford, Kent, TN23 3BA, Proposed removal of existing flat roof extensions, garage and conservatory. Erection of two storey extension to sides and rear. Creation of additional vehicle crossover with extended block paved driveway- **Cllr P Barker**

The property will be extended but relevant parking will be provided. The council resolved to support the application.

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

8.2. Planning application number [21/01163/AS](#)

Agricultural Buildings and yard north west of Great Chilmington Farmhouse, Chilmington Green Lane, Chilmington Green, Erection of 4 detached single storey

dwellings together with associated infrastructure *amended plans received* - **Cllr Y Barker**

The bungalows originally proposed needed more open space around them to be acceptable. Therefore, the application was changed to include two storey buildings. The access is not good, and there is a lack of appropriate parking. The council resolved to object to the application due to lack of appropriate parking.

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

9. Planning Decisions

The planning decisions were circulated and shown on screen.

10. Policies for approval and documents to review

10.1. To review and approve proposed amendments to the Finance Committee terms and reference

It was noted that 'not meeting' may refer to any dates between official meetings as the wording currently reads. It needs to be reworded to make sure it can only be used when absolutely necessary i.e. if a scheduled meeting is cancelled, or during the month of August.

The proposed change would give the committee the power to authorise payments when the council can't meet such as in August. Any decisions made would then be presented to the next Full Council meeting for information.

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

11. Traffic Regulation Order Proposal

It was noted that the parked cars on Hoxton Close do slow down the traffic. It was agreed that it is dangerous to be parked opposite the Askes court entrance, not necessarily the entire length.

It was proposed that double yellow lines were included in the Parish Highway Improvement Plan. However it was counter-proposed that more research is conducted, and that more opinions are gathered from more residents via the newsletter and social media.

Proposed:	Cllr Y Barker	Seconded:	Cllr Ackrill
Vote In Favour: 4	Vote Against: 3	Abstain: 1	MOTION CARRIED

12. Finance

12.1. Items for Payment and bank reconciliation

To agree items for payment in April and acknowledge bank reconciliation. List of items to be checked and signed by the Finance Committee's Chair

An invoice has been received for the total works carried out on Cuckoo Park but the work is not yet complete. The council resolved not to pay the invoice until the work was completed.

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

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

Proposed:	Cllr Ackrill	Seconded:	Cllr P Barker
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Items for Approval for Payment April 2022

Method	Items for Approval for Payment	Description	Total payable	VAT
Bacs	HMRC	April contribution	£2,155.37	
Bacs	Salary	April salaries	£5,615.10	
Bacs	Kent Pension Fund	March Pension Contribution	£943.71	
Bacs	Reimburse Parish Steward	Diesel and unleaded fuel	£82.38	£13.73
Bacs	TGO	New bearings for skywalker at Great Chart outdoor gym	£160.80	£26.80
Bacs	Ashford Tarmacadam	Surfacing work the path adjacent to Singleton Village Hall	£12,236.40	£2,039.40
Bacs	Kent Association of Local Councils	Advanced Planning Topics for Local Councils	£60.00	£10.00
Bacs	TGO *	New gym equipment and all weather surface at Cuckoo Park	£94,728.15	£15,788.01
Bacs	B3 Gardening	Churchyard maintenance February	£90.00	
Bacs	B3 Gardening	Churchyard maintenance March	£360.00	
Bacs	JRB Enterprise Ltd	Economy dispenser dog glove	£239.40	
Bacs	Lister Wilder	Stihl one shot green (10)	£30.96	£5.16
Bacs	Tuckwells	Maintenance for-March, April, May, June	£155.90	£25.98
Bacs	Kalkwick	A2 image printed on foamcore board	£42.00	£7.00
Total:			£ 116,900.17	£17,916.08

Income

Method	From	Description	Total received	VAT (if applicable)
Bacs			£ -	0
Total:			£ -	

*Payment to be withheld pending completion of works

Credit card payment items for Information	Description	Total paid	VAT
Account Number:19079376			
McColls	Refreshment for meeting	£0.75	
Ashford Borough Council	Street Naming application	£136.00	
HSQE	Food safety and hygiene course level 1 - 10 licences	£86.40	£ 14.40
Emapsite	Block plan for Street naming application	£15.59	£ 2.60
Speedy Stamps	Audit - stamps (2)	£36.88	£ 6.15
McColls	Refreshment for meeting	£1.20	

Plastoreg Smidt	Box file pack of five	£24.45	£ 4.08
Jimbofs	Folding boot trolley cart	£22.95	£ 3.82
Bookends	Biscuit tin storage	£10.98	£ 1.83
Amazon	Air locked food storage	£10.73	£ 1.79
Eastland Trading	Porcelain serving jug for cream and sugar	£6.44	£ 1.07
Account Number: 24056805			
Giff gaff	Mobile internet	£20.00	£3.33
Dial Direct	Van insurance	£46.98	
Playdale	2 cradle swing seat	£194.30	£32.38
B&Q	Landscape bark to top up raised flower bed	£63.00	£10.50
B&Q	Landscape bark to top up raised flower bed	£52.50	£8.75
B&Q	Locks for bollard at Cuckoo Park	£19.00	£3.17
Total:		£748.15	£ 93.87

Great Chart with Singleton Parish NEW

Bank - Cash and Investment Reconciliation as at 4 April 2022

Confirmed Bank & Investment Balances

Bank Statement Balances

30/03/2022	Metro Bank Current Account	88,227.41
30/03/2022	Metro Bank Instant Access	76,291.08
30/03/2022	Metro Bank Credit Card 6934	-163.06
30/03/2022	Metro Bank Credit Card 8589	-462.78
30/03/2022	NatWest Current	100.00
28/02/2022	NatWest Reserve Account	151,254.23
31/03/2021	Nationwide Business 1 Yr Fixed	210,358.13

525,605.01

All Cash & Bank Accounts

1	Metro Bank Current Account	88,227.41
2	Metro Bank Instant Access	76,291.08
3	Metro Bank Credit Card	-625.84
4	NatWest Current Account	100.00
5	NatWest Reserve Account	151,254.23
6	Nationwide Business 1 Yr Fixed	210,358.13
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	525,605.01

It was suggested that messages are communicated asking residents to only take the poo bags they need, not to stockpile them for home use. Signs will also be placed on the dispensers themselves.

12.2. Jubilee bench

The council resolved to purchase bench option 3, as the message is carved into the bench, not a plaque which can be removed as evidenced in Victoria Park.

Proposed:	Cllr P Barker	Seconded:	Cllr Tate
Vote In Favour: 7	Vote Against: 1	Abstain: 0	MOTION CARRIED

12.3. Grant applications for consideration

12.3.1. Singleton Spaces- Seed Packets

Finance committee recommend that this application is supported. The council resolved to support the application.

Proposed:	Cllr Tate	Seconded:	Cllr Gathern
Vote In Favour: 5	Vote Against: 1	Abstain: 2	MOTION CARRIED

12.3.2. Singleton Spaces- Spring Watch System

This application was referred back to Singleton Spaces by the finance committee to look further into the methods of installing the system itself. No vote was required.

12.3.3. Singleton WI

Finance committee recommend that this application is supported. The council resolved to support the application.

Proposed:	Cllr Tate	Seconded:	Cllr P Barker
Vote In Favour: 4	Vote Against: 0	Abstain: 4	MOTION CARRIED

12.3.4. Barrow and Spade Brigade

There is no requirement to provide a fence on the allotment. If it is over 2 metres it may need planning permission. It was suggested that the application goes back to the Barrow and Spade Brigade to investigate additional funding or alternative fencing. The council resolved to reject the application for now.

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

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

Disappointment was registered that children will not be allowed to attend the Askes Court pop up cafes. A suggestion of moving the Singleton dates to Singleton Village Hall during the school holidays will be investigated.

14. Correspondence

- All correspondence has been sent by email

15. Items for Information or Agenda for Next Meeting

- Zurich claim, to be discussed during a closed session.

16. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on **Monday 09 & 16 May 2022 starting at 7.30pm at Singleton Village Hall**

The meeting closed to the public at 21:30.

Closed session

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be

prejudicial to the public interest because of the confidential nature of the business to be transacted.

17. 2021-2022 National Salary Award

The Council resolved to accept the Staffing Committee's recommendation to accept the NALC pay settlement for 2021-2022.

Proposed:	Cllr Alexander	Seconded:	Cllr Y Barker
Vote In Favour: 5	Vote Against: 3	Abstain: 0	MOTION CARRIED

The closed session ended at 10.10.

Signed as a true record by:

Cllr Wiffen _____

Date: _____