

## **Minutes of the Annual Parish Council Meeting held on the 18<sup>th</sup> May 2023 in Shepherdswell Village Hall at 1900hrs.**

Reports – Please see Appendix A

### **85/2023 Present**

Cllrs T Hunt (Chair), J Bulaitis, B Crush, S Denyer, M Elgar, K Roberts, L Symes, S Taber, A Softley and C Tearle (Parish Clerk).

### **86/2023 Election of Chair for the forthcoming Municipal Year**

Cllr T Hunt was proposed and seconded.

Cllr J Bulaitis was proposed and seconded.

Cllr T Hunt then withdrew his nomination declaring therefore that Cllr J Bulaitis had been elected Chair of the Council.

### **87/2023 Declaration of Acceptance of Office**

Cllr J Bulaitis duly signed the Declaration of Acceptance of Office.

### **88/2023 Election of Vice Chair**

Cllr B Stauffer-Kruse was nominated and seconded, there being no other nomination was declared elected in absentia.

### **89/2023 Apologies**

Cllrs: B Stauffer-Kruse, M Watson, C White and J West (Community Warden)

### **90/2023 Minutes of the meeting held on the 19<sup>th</sup> April 2023.**

It was resolved to approve and sign these subject to the deletion of the first sentence of Minute 72/2023.

### **91/2023 Matters Arising**

None

### **92/2023 Declarations of Interest**

None

### **93/2023 Parish Clerk`s Report**

Two of the three complaints about Cllr B Crush to Monitoring Officer at DDC have been dismissed. The third is still under review.

## 94/2023 Councillor CV's

It was thought to be good idea if the Council kept a record of the training courses attended by Members to facilitate there continuous personnel development. The Clerk was asked to circulate a regular list of future training courses to encourage future attendance.

## 95/2023 To Appoint Members to Committees and Outside Bodies

Please note that the Chair (J Bulaitis and Vice Chair B Stauffer-Kruse) are ex-officio members of all committees

a) Finance Committee

Cllrs: B Crush, M Elgar, T Hunt, K Roberts and C White.

b) Planning Committee

Cllrs: S Denyer, M Elgar, T Hunt, K Roberts, A Softley and L Symes.

c) Personnel Committee

B Crush, S Denyer, T Hunt, S Taber and C White.

d) Carbon Footprint Committee

S Denyer, K Roberts, L Symes and C White.

e) Communications Committee

L Symes, S Taber and M Watson.

f) Representatives

KALC (Dover Area)	J Bulaitis B Crush
Village Hall	M Elgar
Health & Safety Co-ordinator	T Hunt, A Softley, S Taber
Footpaths, Trees and Meadow View	M Elgar, K Roberts, L Symes
Recreation Ground Forum	B Crush, S Taber, C White
Inspection of Council Properties	Chair, Vice Chair, (Chair of Finance or Planning Committee)
Highways Improvement Plan	B Crush, K Roberts, L Symes, S Taber
Reed Meadow Working Group	M Elgar, K Roberts, S Taber, C White
Social Media Working Group	-----
Cemetery Working Group	B Crush, L Symes, C White
S101	Chair, Vice Chair and the Chairs of Planning, Finance & Personnel

g) Planning Applications

AREA	REPRESENTATIVES
Coxhill, Westcourt Lane, Westcourt Downs, The Terrace, The Grange	B Crush, M Watson
Coldred Rd, Shepherdsweil Green, Church Hill, Moorland Rd	M Elgar, A Softley
Mill Lane, Millfields, Moon Hill, Sibert`s Close, St Andrews Gdns	S Denyer, K Roberts
Approach Rd, Hill Ave, Hazling Dane	J Bulaitis, B Stauffer-Kruse

The Glen, Penfold Gdns, Station Rd, Eythorne Rd, Long Lane	T Hunt, C White
Coldred, Upton Wood, Waldershare Park, Waldershare House	L Symes, S Taber
Lydden Race Circuit and other consultations no included above	B Crush, M Elgar

## 96/2023 Finance

- a) It was resolved to approve the schedule of payments and bank balances

Balances as at 03/05/23	£
Current A/C	50,666.61
Business A/C	65,633.96
<b>Income</b>	
Bank Interest	51.21
M Wright (Hairdresser)	260.00
Reed Meadow Allotment Association	624.00
<b>Expenditure</b>	
C Tearle (Salary & Expenses)	816.77
Eco Green (Dog Waste Bags)	520.20
SVHA	130.00
KALC (Burial Law)	72.00
Harmer & Sons (Grnds Maint Contract)	753.28
Hotline Branded Merchandise (Coronation Mugs)	296.40
Rialtas (Year End)	594.00
CLT (Annual Sub)	175.00
Aviva Insurance (V Hall Building)	1,586.82
Gallagher (P/Council, P/Liability/Outside Property Insurance)	1,991.33
All Clear Services (April)	880.18

- b) It was resolved that the three councillors to authorise the on-line banking processes (one of which has to be the Chair Cl J Bulaitis), Cllrs M Elgar and T Hunt.
- c) It was resolved to approve the buildings policy for the village hall (Allied Westminster previously circulated)
- d) It was resolved to approve the Council's general insurance policy (P/Liability/play equipment, etc)(Gallagher previously circulated).

## 97/2023 Planning

- h) The following applications have been approved

**CON/22/00932/D**-Long Lane Fm, Long Lane, Shepherdswell, CT15 7LX

Conditions 10 – Foul Drainage

**CON/22/00932/A**- Condition 12 – Cycle & Refuse Storage

**23/00130**-Upton Court Fm, Coldred Rd, Shepherdswell, CT15 7LF

External and internal alterations including insertion of windows and doors and erection of detached garage following demolition of single storey addition to facilitate conversion of flint barn into a three bed dwelling.

**23/00129**-Upton Court Fm, Coldred Rd, Shepherdswell, CT15 7LF

Conversion of barn to dwelling with associated external alterations, formation of residential curtilage and parking area, and erection of detached garage following demolition of existing single storey addition.

**23/00392**- Variation of Condition 2 (approved plans) for the change of use and conversion of the Milking Parlour to residential dwelling with side extension: erection of two dwellings, associated parking, and landscaping (three existing buildings to be demolished).

**22/01170**-Coldred Place, Church Rd. Coldred, CT15 5AQ

Erection of detached single storey outbuilding for ancillary use (three outbuildings demolished).

**23/00363**-22 Millfields, Shepherdswell, CT15 7LN

Erection of a single storey rear extension

i) To consider the following applications

**22/01207**-Land at St Andrews Gardens, Shepherdswell, CT15 7LP

Outline application for the erection of 39 dwellings (with all matters reserved except access).

**We refer to our previous objection and are concerned at the loss of environmental protection, and that some of the houses are appearing to be closer to the boundary of St Andrews Gardens properties than previously. We also note the transportation statement has not been amended to reflect the cessation of the bus services within Shepherdswell.**

**23/00105**-Bricklayers Arms, Coxhill, Shepherdswell, CT15 7NW

Variation of condition 2 (approved plans) for minor external and internal amendments to DOV/19/00638 (S73). Conversion of public house and adjoining cottage into 2 dwellings, erection of a pair of dwellings to rear and parking (extensions/outbuildings demolished) (Retrospective).

**We would refer this to the listing officer but would ask that he/she pay particular attention to the listed parts of the building.**

**23/00106**-Bricklayers Arms, Coxhill, Shepherdswell, CT15 7NW

Erection of single storey addition to rear; removal of existing partitions to ground & first floor & erection of new to first floor; repaint exterior.

**We would refer this to the listing officer but would ask that he/she pay particular attention to the listed parts of the building.**

**23/00488**-4 Approach Rd, Shepherdswell, CT15 7NY

Erection of a single storey front extension and conversion of garage to habitable room.

**It was resolved to support this application.**

**23/00526**-33 Westcourt Lane, Shepherdswell, CT15 7PT

Conversion of garage to annex, erection of single storey rear extension, front porch and creation of parking area.

**It was resolved to support this application.**

**23/00622**-Land to the South West of Village Hall, Coxhill, Shepherdswell, CT15 7NN

Variation of Condition 2 (approved plans) and Condition 8 (highways works) to allow amendments to eaves design and footpath link of planning permission DOV/20/01506 (S73) for the erection of 13 dwellings of which 10 are proposed as affordable rent (rural exception housing) with associated parking and new access road.

**We object to the proposal regarding condition 8 because we feel a solution should be found to the safety issues in Coxhill.**

#### Appendix A

J West (Community Warden)

Items dealt with :

Nuisance noise

Nuisance smoke

Nuisance dust (air quality pollution)

Straying animals

Littering

Dog fouling

Parking on pavements/junctions

Traffic obstructions

Theft from vehicle

Fuel theft

Scams/ calls/emails/text/social media

Doorstep sellers

Pot holes

Individual welfare issues

The community warden service has recently introduced a new positive wellbeing scheme, whereby Wardens can help individuals to tackle isolation and loneliness, Get involved in your community, increase self-confidence and self-esteem, achieve a better quality of life and help improve your wellbeing, providing you with free, confidential, one to one support for up to 12 weeks.

Please contact me direct on 07969584174 for further enquires or log on to [Kent.gov.uk/positive wellbeing](https://kent.gov.uk/positive-wellbeing) for further information