

South Willesborough and Newtown Community Council

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Minutes of the Ordinary Meeting of the Council held on

Monday 4th December 2023

December 2023 Minutes

The Clerk opened the meeting at 7pm and asked Members to elect a Chair

Agreed unanimously to Elect Cllr S Campkin to open the meeting.

In attendance Cllr S Campkin (SC) Cllr P Bohill (PB) and Cllr A Hodges (AH).

Peter New Neighbourhood Watch, 5 Members of the Public

210/23 Record attendance and list apologies for absence

Apologies were received from Cllr S Mullan Cllr D Mullan Cllr Parkinson Cllr N Thilagarajan Cllr Rogers and approved.

No apologies were received from Cllr D Smith

211/23 Declarations of pecuniary, other significant or voluntary interest

None

212/23 Agree Minutes of the Council meeting of 2nd October 2023 and sign (attached)

It was proposed PB and Seconded AH that the Minutes were a true record of the Meeting and the Chair signs them

213/23 Agree Minutes of the Council meeting of 6th November 2023 and sign (attached)

It was proposed PB and Seconded AH that the Minutes were a true record of the Meeting and the Chair signs them

214/23 To receive reports from

- a. KCC Cllr
- b. KALC representatives
- c. Observer to the Newtown Railway Works Development
- d. Police and Neighbourhood Watch representatives,
- e. Ward Cllrs

A,B,C,E no reports were received and no apologies were received from the Ward Cllrs.

D PN gave a report which was previously circulated to all Members and commended the Council on an excellent year of service.

PB raised concerns about Amazon leaving deliveries in wheelie bins, customers may not know the parcels are in this location and is an easy target for thieves. Requested PN to highlight this in December reports.

7:14 PN left the meeting.

215/23 Meeting adjourned for members of the public to raise questions on items on the agenda. (This item will last no more than 15 minutes in total

The meeting was adjourned at 7:15 and immediately reopened.

216/23 To consider the Eurostar Services Campaign Petition and agree actions Cllr Campkin

Resolved:- Proposed SC and Seconded PB and Agreed unanimously that SWANCC sign the petition to support the return of Eurostar services and circulate the petition on the SWANCC website and Social Media.

217/23 To consider the Coronation Living Heritage Fund to support Community Orchards and agree actions

Resolved:- Agreed unanimously to delegate the Coronation Living Heritage Fund application to the Planting and Biodiversity Working Group to review and bring Recommendations to Council. The applications close mid-March 2024.

218/23 To receive and note the Minutes of the Finance and General Purposes Committee November 2023 and recommendations

Proposed SC and Seconded PB to receive and note the Minutes of the November Finance and General Purposes Committee meeting.

Proposed AH and Seconded PB that whilst the FGP Committee did not wish to exceed its terms of reference that there was a need to review the decision to hire the PSEO as Self Employed and this needed to be addressed with the agreed FGP decision to hire a Council Specific HR Consultancy to the Council

219/23 To consider the draft budget proposal for 2024 2025 and agree

Resolved:- Proposed PB and Seconded AH and agreed unanimously to accept the draft budget Proposal and declare the recommended Precept.

Action SE to advise Ashford Borough Council of the Precept Request for SWANCC for 2024 2025.

220/23 To consider how to best communicate the 2024 2025 Budget to residents and agree

Resolved:- Agreed unanimously to the draft letter to residents to communicate Budget 2024 2025. To use Interactive M to design print and circulate the letter and bring a final draft to Council in January 2024 to agree.

221/23 To consider the risk assessment for Gas House Fields Allotments and agree

Resolved:- Agreed unanimously to the updated version of the Risk Assessment.

To refer to the National Allotment Society for advice on the keeping of first aid kit on site and delegate the Allotments Committee to review this.

That when a Health and Safety Consultancy is agreed by the FGP Committee to ask them to review the risk assessment and the site.

222/23 To review planning applications

a)

PA/2023/1582

Kpc House, Canterbury Road, Willesborough, TN24 0BP

Retrospective application for a change of use of land from a road planning depot to container storage, and vehicle parking.

b)

Case Reference: PA/2023/1783

Location: Land rear of 81 Canterbury Road, between 3 and 4 Bath Villas, Bath Road, Willesborough, Ashford

Proposal: 1no detached dwelling and off street parking

c) Any further planning applications received up to the date of this meeting

Resolved :-Agreed Unanimously No Objection to application PA/2023/1582, To comment on the parking provision and ask the Planning Officer to review the adequacy of parking for the proposed premises - planning application 1783.

Action SE to comment on Planning Portal.

223/23 To receive the response from KCC PROW On the Motorbike Inhibitors

Resolved:-Agreed unanimously that the decision to remove the Motorbike inhibitors was a positive result for SWAN and to advise Cllr Rogers specifically of the decision as he had worked so hard to receive a result on this matter for the benefit of SWAN residents.

Action : _ SE to advise Cllr Rogers of the decision by email.

225/23 To consider a draft survey for Bin Collection Crews on Canterbury Road and agree

Resolved:-Agreed Unanimously to bring the item to the January 2024 meeting as no response has yet been received from Biffa.

Action SE to follow up with Biffa and report back at January 2024 meeting.

224/23 To receive an update from the S106 team on funding for the Newtown Residents Parking Zone and agree actions

Resolved:-Proposed PB and Seconded AH and Agreed unanimously that the Parking Zone needed to be investigated and a consultation with residents was required. To invite the Officer to Council to gain more information.

Action SE to contact Officer at Ashford Borough Council on this matter.

225/23 To consider a report of the Community Council on a calendar review of the Council 2023 and agree

Resolved:- Agreed unanimously that the review was a positive outcome for the Year and to add the review on the SWANCC website.

226/23 To consider the proposed meetings programme for 2023 and agree and to agree a closure period over Christmas 2023 and New Year 2024

Resolved:- Agreed unanimously 1) To the proposed meeting programme for 2024, 2) To close the SWAN Office Thursday 21 December at Midday. That the SWAN Office would reopen for 2nd January to circulate the Agenda and then be closed the 3rd and 4th January 2024 as the Community Council Manager had an urgent family situation to attend to.

227/23 To agree the attendance of the Community Council Manager to the NALC training on How Councils can benefit from the Levelling up Agenda

Resolved Agreed unanimously to the training attendance. To advise all members of the Training and if any they wished to attend to extend the attendance to them.

229/23 Urgent Correspondence

- 1) Invoice for Tree Planting Care received from S Heathfield Gardening Services
Agreed Unanimously to the payment of the invoice**
- 2) Invoice for Site Works on Gas House Fields Allotments S Heathfield Gardening Services
Agreed Unanimously to the payment of the invoice**
- 3) Letter from PEAC on Copier Insurance that this could be covered by Councils own policy.
Proposed SC Seconded PB and Agreed unanimously to request Zurich Insurance to add the copier to the Councils policy and update the portal for PEACs information.**

230/23 Forum for Exchange

None

231/23 To agree the date of the next meeting Monday 9th January 2023 and items for the Agenda

To note the error on the Agenda item, The Date was agreed as Monday 8th January 2024.
SC proposed the recruitment of new Cllrs for the Agenda.

There being no further business to discuss the Chair Closed the meeting at 8:25pm

Signed Chair _____ Date _____

Appendix

Meeting Programme 2024

With Christmas falling on a Sunday this year it is recommended to close the SWAN Office on Thursday 21st December 2023 and reopen Tuesday 3rd January 2023.

Meeting Programme 2024

Monthly Meetings as scheduled with Allotments Committee and Planting and Biodiversity Working Group meeting as required.

Council 1st Monday of the Month except bank holidays

January 8th

February 5th

March 4th

April 8th to allow for Easter Monday Bank Holiday

May 13th Annual Meeting (post bank holiday)

May Annual Meeting of Electors Date to Be Agreed subject to Hall Hire.

June 3rd

July 1st

August Summer Recess No Meeting

September 2nd

October 7th

November 4th

December 2nd

FGP 4th Tuesday in month

January 23rd

February 27th

March 26th

April 23rd

May 21st

June 25th

July 23rd

August No meeting

September 24th

October 29th

November 26th

December 17th Third Tuesday to allow for Christmas break

Planning and Highways

January 17th

February 21st

March 20th

April 17th

May 15th

June 19th

July 17th

August no meeting

September 18th

October 16th

November 20th

December 18th Provisional Date if decisions are required due to Christmas Break