

EGERTON PARISH COUNCIL

**The meeting of the Parish Council was held on Tuesday 7 May 2013
in the Committee Room of the Village Hall, Egerton at 8.00pm.**

Present: Alison Richey (Chairman), Ambrose Oliver, Tim Oliver, Pat Parr, Bill Smyth, Richard Wall, Peter Rawlinson and Heather James (Clerk). 2 members of the public were also present.

- **Apologies:** Richard King (Vice Chairman) , Geraldine Dyer (ward councillor), Roger Harper
- **Declarations of interest:** None
- **The minutes of the meeting on 2 April 2013:** The minutes were approved and signed as a true record of proceedings. **Proposed: Pat Parr; seconded: Tim Oliver**
- **Election of Officers:** Peter Rawlinson proposed Alison Richey as Chairman, Tim Oliver seconded; Tim Oliver proposed *Richard King as Vice Chair, Richard Wall seconded. The following sub-committees were agreed, **proposed: Richard Wall; seconded Bill Smyth.**

Committee/organisation	Representatives
Finance	Alison Richey, Richard King, Peter Rawlinson, Tim Oliver
Local Needs Housing	Pat Parr, Ambrose Oliver
Youth matters	Alison Richey, Pat Parr, Peter Rawlinson
Highways/Traffic/Transport	Pat Parr, Tim Oliver
Development projects	Richard King, Alison Richey
Communications/Publicity	Alison Richey, Peter Rawlinson
Maintenance	Bill Smyth, Tim Oliver
Games Barn	Bill Smyth, Tim Oliver
Telecottage	Alison Richey, Richard King
EPFA	Alison Richey, Bill Smyth, Tim Oliver
KALC	Peter Rawlinson
Hall Committee	Alison Richey, Roger Harper
ABC Parish Forum	Pat Parr
Kent Police Forum	Richard Wall, Lois Tilden^
Egerton School Governors	Ambrose Oliver
Footpaths	Pat Parr
Tree Warden	Peter Rawlinson, Michael Steed^
Parish Plan	Richard King, Richard Wall, Peter Rawlinson, Alison Richey
Snow Committee	Alison Richey, Bill Smyth, Pat Parr
Emergency Plan	Pat Parr, Peter Rawlinson, Bill Smyth

*Already indicated acceptance, if proposed, in advance of the meeting

^ co-opted

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- **Matters Arising from 2 April 2013**
 - a. **Playground and Skatepark:** The wet pour kits await installation when the weather improves, Ed Smith has been approached for a quote and has come back at £447.50 to fit. Alan and Scott James have quoted £230.00 plus VAT to fit the benches around edge of skatepark this has been accepted, work will be carried out soon. Bill has been carrying out weekly risk assessment checks and filling in the forms for the Clerk to keep on file.
Thank you Bill. **Action: Bill Smyth**

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b. Older Person's Housing: A meeting has been held, ABC, the developers and the land owner were in attendance. Alison reported that progress is on going and in a good direction; It has been proposed there will be 12 bungalows built, some for rent, some for shared ownership and some on the open market; The Village will be in control over who owns the properties. There will be further updates when available.

Action Alison Richey, Richard King

c. Footpaths and stiles: Following the report that Pat sent in, the footpath behind the houses on the Glebe has been repaired. The work that was carried out was very good and Pat has sent an email of Thanks for a job well done.

d. Highways: There is to be a schedule of works and road closures on 20th May for four days on various roads around the Village for road repairs.

e. Cricket pitch drainage: Malcolm Iles and Richard Hopkins have carried out an excellent job on the drainage on the cricket pitch.

A letter has been received from an anonymous person who was dismayed that it was necessary for the tree cutting back to be done on the cricket pitch. It was necessary work to clear the roots, vegetation and dead tree branches for the work to be carried out and for the job to be successful.

f. Fields in Trust: Two copies of the Fields in Trust papers have been signed and sent. Thank you to Roger Harper for his hard work in getting the Fields in Trust paper work all done.

g. Emergency planning: The Emergency planning committee will hold another meeting in the near future.

Action Pat Parr, Bill Smyth, Peter Rawlinson

h. Community Responders: South East Coast Ambulance Service are holding interviews to find responders.

i. Parish Forum: Sam Robinson from ABC has been contacted by The Clerk about what will happen to the rubbish collected by Rob Hopkins after carrying out his street cleaning duties and the wheelie bins come into force. It is something she will be looking into and will report back. The Clerk is still awaiting a response and will contact Sam Robinson again.

Action: Clerk

j. Spring Clean: This was not very well attended but those who did turn up did a sterling job and cleared a lot of rubbish. Well done to those people.

k. Parish Assembly: Following the meeting in April when it was decided to change the format of the Parish Assembly, clubs/societies have been invited to attend. The committee are to follow up and produce posters to invite the public to attend. A newsletter has been produced that will be sent out very soon with the Parish Assembly mentioned.

Action : Peter Rawlinson, Bill Smyth, Clerk

l. Web site: The Clerk has been posting news items on to the Village web site www.egertonpc.kentparishes.gov.uk under the heading local news.

Action: Clerk

j. Standing Orders: The definitive copy of The Standing Orders has been checked and approved; **Proposed Bill Smyth, Seconded: Tim Oliver.** The Clerk is to post Financial Regs, Code of conduct and Standing Orders onto the web.

Action: Clerk

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Correspondence - All circulated by email in advance unless marked with an *

Action

*Wicksteed Annual Inspection or Came Insurance: **It was decided to stay with Wicksteed for inspection, a date will be booked.**

7.5t restriction sign: All 4/4: **The Clerk and Bill Smyth are to arrange a meeting with ABC and owners of The Cottage.**

- Bob Seaton has forwarded a detailed letter/map of the culverts at The Forstal: **Peter Rawlinson is to follow up.**

Note

Web Items

NHS media newsletter 1 posted 18/4

Meet Police and Crime Officer posted 23/4

KCC Vegetation letter posted 30/4: This has also been put on notice boards.

KHS Road closure for 20/5 posted 2/5: This has also been put on notice boards.

Accounts:

Approval of the accounts for the month, for cheques to be signed: Proposed : Bill Smyth

Seconded: Peter Rawlinson

Expenditure		Cheque No	£
KALC	Annual Subscription	1171	412.01
Reimburse Clerk	Dell Ink	1172	95.38
Jane Carr	Parish Plan Meeting	1173	178.46
Clerk	April Salary	1174	509.63
HMRC	April	1175	127.20
Wealden Wheels	donation	1176	1,000.00
St James church	Clock donation	1177	50.00
Egerton playing fields	donation	1178	300.00
Egerton-with Pluckley parish	donation	1179	30.00
Egerton Village Hall	donation	1180	30.00
Heber	Mowing May	1181	416.04
R J Hopkins	Cricket pitch drain	1182	1846.80
David Buckett	Internal audit	1183	466.20
Mrs H James	Clerk May salary	1184	509.43
HMRC	May	1185	127.40
			6,098.55

Income:

ABC	Precept	Bi-annual	8,350.00
			8,350.00

Bank Reconciliation as at 28 March 2013 (Latest statements)

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Current Account latest Statement Balance as at 28 March 2013 = 4,675.77 Less un-presented cheques as follows:

Clerk salary-March	1165	509.29
HMRC March	1166	129.31
Clerks and Councils Direct Subscription	1167	12.00
Pat Parr envelopes Emergency plan	1168	1.70
Telecottage photocopying	1169	5.25
Rob Hopkins street cleaning	1170	450.50
		1108.05

Actual balance = 3,567.72 as at 28 March 2013

Other: VAT to be reclaimed = £1319.02

A letter has been received from David Buckett following the internal audit in which he states ' I am pleased to report to Members of the Egerton Parish Council that I have completed the year-end internal audit of the councils records and final accounts for the 2012-13 financial year ended 31 March 2013. There are no significant matters to report and I have accordingly completed and signed off Section 4 of the Annual Return on 25 April 2013.'

A cheque has been raised for R J Hopkins for the sum of £1846.80 incl VAT. It has been proposed this be paid although the amount exceeds the amount shown in the financial regs. The final invoice was more than originally quoted due to extra works being carried out on the cricket pitch.

- **Public Discussion**

Alison Richey closed the meeting at 9.15 pm for the public discussion, The meeting re-opened at 9.17 pm.

- **Planning :**

Planning applications submitted to Ashford Borough Council this month for Egerton Parish Council to consider and decisions recently taken by ABC to be noted, details of which may be accessed on line at: http://www.ashford.gov.uk/online_planning/ Individuals may also register via the website with ABC to receive regular alerts of new applications and decisions.

13/00284/AS Support	Egerton	Weald North	Rockhill House, Rock Hill Road, Egerton, Ashford, Kent, TN27 9DP Erection of a single storey rear extension. External works to patio area and boundary wall.
13/00285/AS Support	Egerton	Weald North	Rockhill House, Rock Hill Road, Egerton, Ashford, Kent, TN27 9DP Demolition of single storey outbuilding; erection of single storey extension; formation of utility room; creation of 3no new windows, 2no to North & 1no to West elevation.
13/00272/AS Support	Egerton	Weald North	Land opposite The Bedewell, Link Hill Lane, Egerton, Kent Erection of an open-fronted field shelter

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Decided planning applications:

12/00693/CONA/AS Permit	Egerton	Hilldale, Rock Hill Road, Egerton, Ashford, Kent, TN27 9DR Discharge of condition 3
Case No	Parish	Location and Description
12/01043/CONA/AS	Egerton	Fridd Farm, Forge Lane, Egerton, Ashford, Kent, TN27 9EJ Discharge of condition 2 and 3

- **AOB**
- Welcome packs: Pat Parr is to send out to David Collins at Piglets, Mr & Mrs Harvey at Newlyn, Ben Medlock and Laura Filmer at 3 Good-in-tent cottages and the new residents at 18 Elm Close. Also welcome to Colin and Fraser at The Shop.
- The Clerk requested to attend The Clerk's conference on 22 May at Faversham. **Proposed:** Alison Richey, **Seconded:** Ambrose Oliver.
- Photographic library of assets and equipment. **Peter Rawlinson is to carry out. The Clerk will advise which pictures need to be taken.**
- Planting tree in lower recreation ground: Bill Smyth has been approached by the family of Alan Garbutt to plant a tree in his memory. **The council supports this.**
- Pat Parr expressed concern over the length of the grass along New Road and parts of Elm close. It is thought this is the remit of ABC.

The meeting closed at 9.40 pm.

Next meeting: Tuesday 4 June 2013 8.00pm