

BOUGHTON ALUPH & EASTWELL PARISH COUNCIL

MINUTES OF THE

PARISH COUNCIL MEETING

HELD ON WEDNESDAY 11th OCTOBER 2017

At Sandyacres, Sandyhurst Lane

Present:

Cllr Spencer Phillips (Chairman)
Cllr Nigel Bunker (Vice-chairman)
Cllr Carol Bunker
Cllr Erica Lasparini
Cllr Julie Tingey
Cllr Ken Newman
Cllr Jason Matthews

Also in attendance, the Locum Clerk (Mrs Sue Wood). No members of the public were present.

Action
by:

1. Apologies and Reasons for Absence

No apologies had been received.

2. Declaration of Interests

There were no Declarations of Interest.

3. Minutes of Previous Meeting

To approve and sign the minutes of the Parish Council meeting held on 14th September 2017.

Resolved:

That the Minutes of the meeting held on 14th September 2017 be approved and confirmed as a true record.

4. Matters arising from the last minutes

There were no Matters Arising.

5. Clerk's Report and Finance

5.1 Review of the Statement of Account and bank reconciliation The review, bank reconciliation and matters noted in the external auditor's report of the Parish Council's accounts for 2016-17 will be discussed at the next meeting of the Finance Committee.

5.2 Review of expenditure to date against the approved budget To be discussed by the Finance Committee

5.3 To authorise payment of the following accounts

Resolved:

That the following payments be made.

SP

SP

Mrs S Wood, Locum Clerk £50.00
RDA Consultants, professional fees £80.00
TinyTots, Room hire Goat Lees September £25.00
Mrs C Coburn, Clerk's final salary £261.75
Mrs C Coburn, Clerk's expenses £60.58

6. Current Projects

6.1 Neighbourhood Plan Steering Group Cllr Lasparini reported that drafting of the Neighbourhood Plan is underway, the first precis draft should be ready by Christmas. The draft vision and draft objectives will generate the Policies.

Former sandpit site in Sandyhurst Lane: a site visit and assessment have been carried out by the Steering Group, and the site may be recommended for inclusion in the Neighbourhood Plan; further work would need to be done to explore drawing up a Policy to be submitted to the Parish Council for approval. It was noted that this is a brownfield site but there are concerns about safe access to the site and there should be appropriate screening for neighbouring properties. There is an identified need for houses for downsizing; residents will be consulted and the Steering Group will liaise with SLRA. In answer to a question from Cllr Matthews, Cllr Lasparini advised that feedback thus far on the site was ambivalent, but there is a possibility that this may change. Cllr Matthews noted that the site may not be taken forward, subject to feedback.

6.2 All Saints Church The grant offer letter was sent, and has been signed and returned.

7. New project proposals

7.1 Installation of bus shelter at Boughton Lees Cllr Bunker advised that the concrete plinth would need to be extended, but this would be more cost-effective if done locally rather than by the installers of the bus shelter. Guidance re size of the plinth and disabled access etc, has been received from KCC, and quotes are being sought. Cost of the chosen bus shelter would be ~£8,000 + VAT. Cllr Bunker stated that an application for permission must be made to Fields in Trust (which will incur a fee).

It was proposed that the Parish Council proceeds with the purchase and installation of the bus shelter.

Resolved:

That the Parish Council proceeds with the purchase and installation of the bus shelter.

NB

7.2 Installation of accessible exterior boxes for defibrillators The Chairman reported that a number of residents had proposed that an AED be installed in the phone kiosk in Lenacre Street; this was ruled out because this kiosk is to be removed. Cllr Bunker stated that it had been suggested that an AED be located outside the cricket pavilion, but would Sandyacres be an alternative? Cllr Newman advised that Sandyacres already

has an AED, but it is inside the pavilion, because of concerns re vandalism and theft. Cllr Lasparini noted that Sandyacres was open for extended hours. When closed the site could not be easily accessed. Cllr Mrs Bunker suggested that an AED be sited at Goat Lees Community Hall; Cllr Tingey to ask if there is an AED at Goat Lees School. It was proposed that the AED be located outside the cricket pavilion at Boughton Lees.

Resolved:

That the AED be located outside the cricket pavilion at Boughton Lees.

7.3 Installation of village gateways as traffic-calming measures Cllr Lasparini's proposal was tabled (attached to the Minutes); the gates would be a traffic-calming measure. It was noted that the Department for Transport supports gateways on primary routes, and they lead to a reduction in the speed of traffic of 4-5mph; any 1mph reduction in speed leads to a 4.3% reduction in accidents. It was stated that the Parish Council has budgeted for £10,000 for traffic and road safety; one quote has been received of £1,722 + VAT, others are to be sought. There would be an additional cost if Kempes Corner is included. The permission of KCC Highways will be needed, and it may be a requirement to use a Highways-approved installer. KCC would have to be lobbied for additional traffic-calming measures, such as a reduction in the speed limit.

8. Planning Matters

8.1 Planning applications received

17/01368/AS Eastwell Manor Hotel – replacement of pool house to provide additional recreation space and changing facilities

It was proposed that the application be supported.

Resolved:

That the application be supported.

SP

17/01474/AS Eastwell Manor Hotel – extension of kitchen into courtyard with a steel framed structure

It was proposed that the application be supported.

Resolved:

That the application be supported.

SP

17/00999/AS Land north west of El Ashere, Wye Road – 3 new dwellings fronting onto Wye Road at Kempes Corner (amended application)

The Chairman will contact the case officer for clarification of the date for the close of consultation, and if it is to be determined by the Planning Committee; Ward Cllr Michael has been asked to send the application to the Committee, this request has the support of Ward Cllr Krause. Concerns were expressed at the handling of the application by the Borough Council, and the design of the properties. It was noted that neighbours had objected to the previous application, but there have to date been no objections to the current application. Cllr Mrs Bunker will draft the Parish Council's comments when the information has been received from the case officer.

CB

8.2 Recent planning applications

17/00851/AS Cockles Hall, Boughton Aluph – rear single storey extension

The Parish Council objected to the application but it was approved by the Borough Council.

8.3 Lenacre Hall Farm The report from RDA had been circulated to councillors, who were asked to feed back comments on the report and the next steps, within 10 working days of the meeting, and to suggest actions. Cllr Bunker asked if the draft report should be sent to the Neighbourhood Plan group.

Cllr Bunker noted that the priority should be the production of a 3D model of the plans, which would inform councillors of the impact and would be a useful visual aid for the Planning Committee. Cllr Mrs Bunker agreed, noting that the illustrative layout etc may change but the model would be useful because it would show the lie of the land. Cllr Lasparini asked for likely costs, Cllr Mrs Bunker replied that these would be ~£200, noting that High-Flying Productions in Wye do 3D mapping.

It was proposed that a 3D model of the illustrative layout be commissioned.

Resolved:

That a 3D model of the illustrative layout be commissioned.

Cllr Mrs Bunker will obtain a quote from High-Flying Productions.

CB

9. Parish Council logo

Cllr Lasparini circulated a draft logo (attached to the Minutes) for use on letterheads, handouts etc, commissioned from local artist Marion Lynn. It was proposed that the logo be adopted.

Resolved:

That the logo be adopted.

All

10. Correspondence

10.1 Report from RDA

10.2 External auditor's report

The Chairman advised that emails to the former Clerk are being redirected to the Chairman, and that this would be the Parish Council's email address until the new Clerk is appointed.

11. Any Other Business and Future Agenda Items

11.1 The Chairman reported that the store would only be available for the next 10 days, this should be reviewed and a decision made at the November meeting.

11.2 November agenda item: Cricket Club.

11.3 Cllr Lasparini reported that a survey to assess any change in traffic around Lenacre Hall since the last professional report would be undertaken by volunteers on October 16th.

11.4 Cllr Mrs Bunker was thanked for her work as Chairman of the Parish Council and her continuing efforts on the Parish Council's behalf.

12. Date of next meeting

The next meeting will be on Monday November 13th 2017, at the Iron Room, Boughton Lees at 7.30pm.

The meeting closed at 8.05pm