

## **SELLING PARISH COUNCIL**

### **Minutes of the Ordinary Council Meeting held remotely on Thursday 16<sup>th</sup> July at 18:00 hours by video conference**

**Present:** Cllr Andrew Bowles (Chair), Cllr Kevin Hobson, Cllr Sue Henderson, Cllr Andrew Day, Cllr Amanda Saunders, Cllr David Woollett and Wendy Gregory (Clerk) **and Swale Borough Cllr Valentine, Graeme Tuff, Green Spaces Manager at Swale Borough Council plus 4 members of the public.**

**07.20.01 Welcome and apologies for absence**

Apologies were received from Swale Borough Cllr Gould due to attending a workshop on sustainable housing

**07.20.02 Declarations of interests and dispensations**

Cllrs had no interests to declare.

**07.20.03 Items to be taken in private session**

No items were required to be taken in private session

**07.20.04 Confirmation of the Minutes of the Ordinary Meeting**

**Resolved:** The minutes of the Ordinary Parish Council meeting held on 18<sup>th</sup> June 2020 were approved with an addition to item 06.20.06: "Cllr Bowles stated that in light of his previous position he would neither speak on it or vote on this issue." Proposed by Cllr Hobson and seconded by Cllr Woollett and approved by all.

**07.20.05 Clerk's Report**

SBCllrs Valentine and Gould have requested that they receive the Agenda and joining instructions for the Parish Council meetings at the same time as the Parish Councillors. DM Payroll Services have started processing the payroll. The completed AGAR has been sent to PKJ LittleJohn and the notice for Public Rights to view the accounts are on the website and all three notice boards. With regard to the issue of anti-social behaviour the Police, Councillors and Members of Kent AONB were contacted and all associated correspondence forwarded to Parish Councillors. The Kent Police Rural Strategy 2020-23 document was circulated again and responses received. Discussions have taken place with a representative of the Village Hall Committee to explore the possibility of using the Section 106 monies to improve the existing play area. Three play equipment providers have been invited to provide ideas and quotes in time to be reviewed at the August meeting. The Village Hall Committee have been let down three times over the installation of the noughts and crosses, another attempt for installation takes place on Monday. The posts for the village hall are the wrong size and are being returned, the Village Hall Committee have paid for replacements and when the Parish Council receive the refund cheque, a request will be made

for a grant to cover the cost of the new posts and a contribution towards the installation.

**Resolved:** The Clerk's report was received.

**Action:** The Clerk was asked that should the noughts and crosses be installed that a discount is requested to compensate for time wasted.

**Matters of interest arising (for information only)**

None

**07.20.06 Open Forum**

SBCLlr Valentine gave his Borough Council Report; He attended the Annual Council Meeting as a virtual event, a new Mayor was appointed: Cllr Paul Stephen. A lot of time has been spent in preparations for social distancing in public spaces. It was resolved that visitors buying a ticket at Council Car Parks will be given a free 30 minutes in recognition of the extra time needed to queue to enter shops. There are no grounds for a judicial review for the planning decision to allow the Solar Farm at Cleve Hill, however there are many planning conditions which SBC have a duty to review and consult on. The Chairman and Vice Chairman thanked SBCLlr Valentine for his comprehensive report.

A member of the public spoke about a report on the February Minutes about the lack of information on the Faversham Town Council Community Forum and advised that the alleged lack of information can be found under the Community section not Committees. SBCLlr Valentine advised that at the Annual Swale Borough Council Meeting, Area Committees have been constituted. The Eastern Area Committee will cover Faversham and the surrounding villages and is planned to start meeting in September. Cllr Bowles gave a brief overview of the Full County Council meeting he attended virtually and was disappointed that speeches were based on national rather than local issues. The next meeting will be an emergency budget meeting.

**07.20.07 Matters resolved under the scheme of temporary delegation under LGA72s101**

i) It was resolved that the Clerk should undertake the Web Accessibility Regulations Workshop £50 + VAT to assist with updating the website Accessibility Statement.

ii) It was resolved that Cllr Hobson undertake the Reactive Local Council: Effective Working in a Virtual World £50 + VAT

iii) It was resolved that Cllr Hobson and The Clerk meet with Sarah Ellcock, the Highways Representative for New Schemes, for a site meeting at Neames Forstal to discuss the footway to the proposed playground site.

**07.20.08 Financial matters included under the scheme of temporary delegation**

None

**07.20.09 Financial matters**

a) **Bank Account Balances and Reconciliation**

### Current Account

Opening Balance as at the last meeting	£21,700.63
Plus Receipts	0
Less Payments	£4,466.01
<b>Closing Balance</b>	<b>£17,234.62</b>

### Reserve Account

Opening Balance as at the last meeting	£5,214.93
Plus interest 30 April	.86
Plus interest 29 May	.83
<b>Closing Balance</b>	<b>£5,216.62</b>

**Less payments not yet cashed** £290.00

**Totals as of 8<sup>th</sup> July 2020** £22,161.24

**Resolved:** The bank account balances and reconciliation were approved

### b) Accounts for Payment

- i) Clerks salary and expenses for June 20 £715.77
- ii) David J Buckett, Audit fee £309.90

**Resolved:** The accounts were approved for payment

#### 07.20.10 Method of payment of the Clerk's salary

A discussion took place about the date that the regular payment would be made.

**Resolved:** It was agreed that the Clerk should be paid by a regular monthly payment on the date stipulated in the Clerk's contract.

**Action:** The Clerk to set-up a standing order to be paid on the 12<sup>th</sup> of each month.

#### 07.20.11 Planning Applications

- i) **Application 20/502365/FULL** various changes to external building and a garage, store room and annex accommodation above at Perry Wood Place, Grove Road

**Resolved:** This application was discussed and there were no objections.

**Action:** The Clerk to update the Planning Portal with no objection

- ii) **Application 20/501366/FULL** Maron Cottage, Selling, to discuss the letter received from the Planning Officer

**Resolved:** The matter was discussed and the Councillors agreed they could support the Area Planning Officer's request to withdraw the Parish Council objection.

**Action:** The Clerk to contact the Area Planning Officer and to update the Planning Portal

#### **07.20.12 Selling Parish Council's response to Covid-19**

Since the June meeting we have maintained the key objectives of our response strategy to the COVID-19 emergency. We ensured our residents are able to access current and authoritative information: to provide updated advice, news and guidance from government and trusted sources (such as NHS and PHE) on our website to post selected key information and signposting on our Facebook Page. **We continue to offer a service of printing from the internet, or our website**, any information or material that any resident would like and then deliver safely to their doorstep. **Emerging trends this past month** are focused on: the changes announced by the Prime Minister from the 4<sup>th</sup> July and there is a link showing what is allowed and what is not allowed. There is also information from the National Association of Local Councils that Parish Council meetings should continue to meet remotely. Cllr Bowles, thanked Cllr Hobson for keeping the website and Facebook pages up-to-date.

#### **07.20.13 Law and Order**

Cllr Henderson gave an overview of the type of antisocial behaviour that has been occurring in Perry Wood and the frustrations of reporting issues using 101. SBCllr Valentine advised that issues should continue to be reported via 101. Graeme Tuff advised that incidences of motorised bikes should be reported via 101 but caravans and motorhomes should be reported to Swale Borough Council and the Environmental Enforcement Team will attend under the unauthorised encampments regulations. Historically there has been no signage due to the rural nature of the site but SBC is now looking at putting up notices displaying the relevant byelaws around the car park areas with the contact details for how to report infringements. Graeme suggested using social media to find out where the quad bikes are coming from. He also said that the 'Chat' on the Police website has been used by members of his team to report antisocial behaviour and suggested that this may be easier than 101. Cllr Day reported that the amount of time taken before being able to speak to anyone on 101 is putting people off using it. Graeme Tuff suggested that it would be helpful to know whether the offenders were the same small group re-visiting the site or whether it is a larger group making less frequent visits. SBCllr Valentine volunteered to be a point of contact to pass on information that may be useful intelligence when a crime hasn't actually been committed. Cllr Hobson suggested that time and day information should be captured and it was important to continue to report incidents on 101.

**Resolved:** Cllr Day will collate the intelligence from sightings and report to the Police and SBCllr Valentine.

**Action:** Ongoing progress on this initiative to be posted on the website and Facebook to encourage residents to also report incidents.

**Action:** To move the feature on Perry Wood on the website to higher prominence.

**Action:** The Clerk to provide SBCllr Valentine with the PCSO contact details

**Action:** Graeme Tuff will talk to the Comms Team at SBC to see if it is possible to gain insight into the identification of the offenders and their planned visit through social media.

**Action:** Cllr Henderson will report all sightings to help establish who the offenders are.

**Action:** The Clerk and Cllr Hobson to put up messages on social media reminding residents to report antisocial behaviour.

#### **07.20.14 Request for Bins**

The Clerk advised that a request had been received for three dog waste bins for Perry Wood and that the Chairman thought that a request had been made for a rubbish bin at Winding Hill. A discussion took place and a question was raised about whether the bins in Perry Wood were for all use and the importance that conditions need to be met, such as agreement from Swale Borough Council to empty them, that the landowner gives permission of the siting of them and to know if there is a cost to the Parish Council.

Cllr Henderson proposed that subject to the above conditions being met that a rubbish bin be sited in the layby on Winding Hill. Seconded by Cllr Hobson.

**Resolved:** It was agreed by a majority and subject to conditions to continue with the request for the bin. Case number 6465669

**Action:** The Clerk to ask Graeme Tuff if the bins in Perry Wood are for all rubbish including dog waste.

**Action:** To establish ownership of the land at Winding Hill and request permission for the siting of a rubbish bin

**Action:** Contact SBC to request the emptying of the proposed bin and costs

#### **07.20.15 Section 106 monies**

Cllr Hobson updated the meeting with the background to the Section 106 monies: Selling Parish Council has access to a total of £22,406.64 provided by two existing Section 106 agreements between property developers and Swale Borough Council: £11,963.18 spend by Sept 2020 and £10,446.46 spend by March 2026. Both amounts are to fund a play area in the village. In 2019, Swale Borough Council approved planning consent for a play area in an agricultural field at the rear of Neames Forstal adjacent to Selling Road. The planning consent included 10 specific conditions, one of which (no.6) was "an extension of existing footway from Neames Forstal" to the pedestrian entrance of the planned play area.

We have investigated in past months how this planning condition for an extension of the existing footway could be met. We identified that the route of the potential footway, from Neames Forstal along Selling Road to the pedestrian entrance to the planned play area, was in very close proximity to a SGN gas installation and Openreach distribution pole. We consulted with SGN, Openreach and KCC Highways. This led to site visits by SGN and KCC Highways. SGN stated that they had a 'governor' gas installation on the only possible route, and statutory width, of a potential footway. They confirmed that the construction of the footway would require the 'governor' gas

installation to be moved at an approximate cost of £55,000. KCC Highways inspected the whole route of the potential footway and concluded that there was insufficient width for its construction and therefore could not lawfully proceed. (We were able to confirm that the estimated costs of a survey and design of the footway alone would be £4,000, with additional costs for building it). We have reluctantly concluded on all available evidence that the construction of the required footway under planning condition no. 6 is not possible and is in any event clearly not financially viable. The conditions of the existing planning consent can therefore not be met.

We are investigating the opportunity of improving the infrastructure of the current playground near to Selling School with the Village Hall Committee and with a view to utilising the Section 106 monies for that purpose. Cllr Saunders thanked Cllr Hobson for his work on this item and for his comprehensive report.

**Resolved:** Based on the evidence of this report the Parish Council will abandon the well-meaning attempts to secure a playground in the vicinity of the grounds of Neames Forstal and continue with negotiations with the Village Hall Committee in order to use the £11,963.18 Section 106 monies before they are lost, to improve the existing playground. Proposed: Cllr Bowles, seconded Cllr Hobson agreed by all.

**Action:** The Clerk to continue to liaise with play equipment providers and the Village Hall Committee.

#### 07.20.16 Highways

Cllr Hobson, reported that whilst the Highways Representatives; Sarah Ellcock and Ryan Shiel were on the site visit at Neames Forstal the Officers were keen to talk about the Parish Council Highways Improvement Plan. Seeing the area first-hand they advised that a 30mph speed limit could be extended to cover Neames Forstal, Crouch Lane, The Warren and Fox Lane up to the point where it goes around to Warren Close and that there were opportunities for the Village to have traffic calming measures positioned anywhere on that part of Selling Road and they could consider helping to fund 'White Gates'. Details of the types of gates and costs have been provided. It was recommended that we await the results of the traffic survey before taking action on the 'White Gates' to enable Highways to consider a speed reduction in conjunction with any installation of street furniture. Ryan Shiel looked at the environment at the Neames Forstal junction and has since confirmed that the land either side of Neames Forstal opposite the Sondes Tea House, is maintained by Highways. There is a possibility of turning this into a community space with the possibility of funding to install a picnic bench or two on that area. These measures can help to demonstrate to through traffic that this area is a village. The area where the gas installation is could be cultivated into a wild meadow area. To action this a 'Cultivation Licence' is required obtainable from KCC at no cost. The licence lasts 1-year and is extendable to enable the village to use the land as we wish. There is a triangle at Fox Lane and Selling Road which could potentially be turned into a wild meadow and the bank that was a wild meadow that

runs alongside Monica Close has recently been cut a protective licence may have stopped this.

**Resolved:** These projects should continue as part of the Highway's Improvement Plan and the Parish Council will await the traffic survey and results as advised by Highways.

**07.20.17 Scheme of temporary delegation under LGA72s101**

Cllr Bowles asked for an extension of the scheme of temporary delegation until the Government allows meetings in person.

**Resolved:** To extend the scheme of temporary delegation until the next Ordinary or Extraordinary Meeting that will be called to finish the business of the Parish Council where the matter can be discussed in more detail.

**The meeting closed at 20:05 and an Extraordinary Meeting will be convened to finish the business of the Parish Council. The date and time will be publicised as soon as possible.**

Signed..... Date .....