

# NEWINGTON PARISH COUNCIL

Minutes of the **Meeting** of the **Parish Council** held on **26 September 2017** in the Newington Room, Newington Village Hall.

Present: Cllr Debbie Haigh (Chair), Cllr Tony Mould (Vice Chairman), Cllr Sue Brewster, Cllr Dean Coles, Cllr Ray Cuffley, Cllr Steve Godmon, Cllr Mel Harris, Cllr Stephen Harvey, Cllr Elaine Jackson and Cllr Eric Layer; and Mrs Wendy Licence (Clerk).

Also present were and two members of the public.

## 1. APOLOGIES FOR ABSENCE

Cllr Haigh welcomed everyone to the meeting.

Apologies had been received from Cllr Richard Palmer (holiday); apology accepted.

Apologies had also been received from KCCllr Mike Whiting (holiday), SBCllr Gerry Lewin (at another meeting) and Cllr John Wright (at another meeting).

## 2. VACANCY FOR CO-OPTED COUNCILLOR

Cllr Haigh said the Council had asked for expressions of interest to fill the vacancy on the Council and two candidates came forward. Cllr Haigh, Cllr Mould and Cllr Harvey had met the candidates and recommended co-opting Ray Cuffley onto the Council; **AGREED UNANIMOUSLY**.

Ray Cuffley signed a Declaration of Acceptance of Office before the Clerk and joined the meeting.

It was **AGREED UNANIMOUSLY** for Cllr Cuffley to join the Amenities Committee, Planning Committee and ASB Committee.

## 3. DECLARATIONS OF INTEREST

None were declared.

## 4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29 AUGUST 2017

The minutes of the Parish Council meeting held on 29 August 2017 were considered. It was **PROPOSED** by Cllr Haigh to accept the minutes as a true record of the meeting: **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record consider the minutes of the meetings and if in order sign as a true record

## 5. MATTERS ARISING FROM THE MINUTES

99 High Street development – Cllr Haigh said another email was sent to Alok Sharma MP on 29 August to call in the application but there has been no response.

GPC eligibility criteria- Cllr Haigh said that under current legislation the Council needs two thirds elected Members to obtain General Power of Competence status and Newington Parish Council no longer has sufficient elected members. KALC have discussed this at F&GP Committee and are going to recommend to Executive Committee for change of legislation to 51% elected membership (although if successful it would not be implemented until after Brexit) Mike Whiting has received a response from DCLG and this has been circulated.

Closed church yard – waiting to hear back from the Diocese.

## 6. PUBLIC QUESTION TIME

*The meeting was adjourned for the public question time.*

*A resident from The Tracies said residents were pleased the Parish Council has supported them in their fight to stop the development and thanked Cllr Brewster for speaking at the Swale Planning Committee. The application has been turned down.*

*A representative from the Allotment Association attended in support of the Association's request to erect palisade panels.*

Cllr Jackson said the Council is supportive of the proposal as long as it is secure and presentable and further panels will match.

*The meeting was reconvened.*

## 7. VISITORS

### i. Borough Councillors

SBCllr Wright had sent a report and encouraged residents to respond to the junction 5 M2 A249 proposals consultation.

Grant money still available for good projects

Any issues should be sent to SBCllr Wright.

Cllr Coles said the email received from a resident raising concerns about drug abuse should be sent to the PCSO and copied to the Borough and County Councillors.

### ii. County Councillor

There was no report from the County Councillor.

## 8. PLANNING

### i. Application: 17/503997/FULL

Address: Cromac, Callaways Lane Newington

Proposal: Construction of a detached, single residential dwelling.

Councillors considered the application and **AGREED UNANIMOUSLY** to object to the application.

### ii. Application: 17/504445/FULL

Address: 1 High Street, Newington ME9 7JR

Proposal: Demolition of existing single storey pitched roof double garage and erection of a replacement single storey pitched roof garage.

Councillors considered the application and noted there has been no neighbour objections and had no comment to make.

### iii. Application: 17/504376/FULL

Address: High Oak Hill Works, Iwade Road, Newington ME9 7HY

Proposal: Demolition of existing buildings and erection of 6 detached, two storey dwellings with associated access, parking and landscaped areas

Councillors considered the application and had no comment to make.

### iv. Application: 17/504702/LAWPRO

Address: 47 Playstool Road Newington Sittingbourne Kent ME9 7NE

Proposal: Lawful Development Certificate for loft conversion with hip to gable roof extension including a flat roof rear dormer and roof windows to the front.

Cllr Harvey said no comments were needed for this application as it is for a lawful development.

Cllr Haigh thanked Cllr Harvey for his report and thanked Cllr Brewster for representing the Council at the Swale Planning Committee.

### vi. To receive an update on planning matters

Application 17/503708/FULL 11 Station Road, Newington ME97JS

Proposal: erection of single storey rear extension

Cllr Harvey informed Councillors the application has been approved.

Application 17/503689/FULL Hill Landing, Keycol Hill, Bobbing ME97LG

Proposal: erection of two storey rear and single storey side extension.

Cllr Harvey informed Councillors the application has been approved.

Application 17/504200/FULL 1 Westwood Walk Newington ME9 7LQ  
Proposal: Erection of a two storey side extension  
Cllr Harvey informed Councillors a decision is yet to be made.

Application: 17/503093/LDCEX 17 High Street Newington ME9 7JR  
Proposal: Lawful Development Certificate (Existing) for use as residential property  
Cllr Harvey informed Members the application has been approved.

Application: 17/503419/FULL 94 Church Lane Newington ME9 7JU  
Proposal: Conversion of garage into habitable space with external alterations  
Cllr Harvey informed Councillors the application has been approved.

Application: 17/503155/REM Land West To Ellens Place Boyces Hill Newington ME9 7JH  
Proposal: Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to permission 16/505861/OUT for Outline Application with access being sought for erection of 9 dwellings with access, garaging, parking provision and other associated works  
Cllr Harvey informed Councillors the Appeal has been allowed and planning permission granted.

Application: 17/503349/FULL 9 London Road, Newington ME9.7NP  
Proposal: Erection of chalet type dwelling with detached garage ( (Resubmission of 16/506230/FULL))  
Cllr Harvey informed Members the application went to Appeal and lost, the applicant has now met the objections, a decision is yet to be made.

Application: 17/503287/FULL/ The Bungalow, Breach Farm, Breach Lane, Upchurch ME9 7PE  
Proposal: Part retrospective use of land as residential curtilage and the creation of a vehicular access.  
Cllr Harvey informed Councillors the application has been approved.

Application: 16/508699/FULL Land Between 109 & 111 London Road Newington ME9 7RH  
Proposal: Change of use of land to a private gypsy and traveller caravan site consisting of 2 no. pitches each containing 1 no. mobile home and 1 no. touring caravan, car parking and associated development.  
Cllr Harvey informed Councillors a decision is yet to be made.

Application: 17/502179/FULL 164 Bull Lane, Newington ME9 7NB  
Proposal: Erection of a part first floor, part two storey rear extension, demolition of existing garage and erection of a new garage  
Cllr Harvey informed Councillors the application has been approved.

Application 15/508683/OUT Land at The Tracies, Newington, ME9 7TQ  
Proposal Outline application (details of landscaping reserved) for the erection of 4 four detached houses with associated works.  
Cllr Harvey informed Members the application has been refused by Swale Planning Committee.

Application: 17/500946/FULL Land Rear Of 148 High Street Newington ME9 7JH  
Proposal: Demolition of existing garage, erection of 2 replacement garages for 146 and 148, erection of 3 dwellings to include new access with associated parking and landscaping  
Cllr Harvey informed Members the application has been refused and it is likely there will be an appeal.

Application 16/502418/LDCEX Chesley Oast, Bull Lane, Newington  
Planning Inspectorate reference: APP/V2255/W/17/3175169  
Cllr Harvey informed Members the appeal has been allowed.

Application: 14/501847/FULL 43 Church Lane Newington Kent ME9 7JT  
Originally to be determined on the basis of written representations; now Planning Inquiry  
Planning Inspectorate ref: APP/V2255/C/16/3158379  
Cllr Harvey informed Councillors an appeal is in progress and will be heard on 7 November.

15/500671/OUT and 15/510595/OUT London Road, Newington, Kent ME9 7NL  
Following Public Planning Inquiry November 2016 both applications refused  
Cllr Harvey reported to Members that Gladman has applied to the High Court to seek a judicial review of the Pond Farm appeal decisions.

Town and Country Planning Act 1990 (As Amended) – Planning Appeal Householder  
Application Location: Cranbrook Farm Callaways Lane Newington Kent ME9 7LU Proposal:  
Removal of a derelict boundary fence and erection of a new 1.8m high Brick boundary wall.  
Renovation of existing 340mm high brick garden retaining wall. Appellant: Mr Robert Lane  
Appeal Reference Number(s): APP/V2255/D/17/3179719  
Cllr Harvey said no comments have been sought or are expected from the Parish Council.

Application: 16/501266/FULL 99 High Street and Land to the North of High Street Newington  
Kent ME9 7JJ  
Original Proposal: Hybrid application for demolition of 99 High Street and erection on the site  
of 99 and land to the north of the High Street of 113 No. two storey 2, 3, and 4 bedroom  
dwellings with a new access road from the High Street, formal and informal areas of open  
space and landscaping, car parking and amenity space, and outline planning permission  
(access and layout) for the erection of a single storey building for any use within Use Class  
D1, together with car parking.  
Cllr Harvey informed members that the request for Housing Minister to call-in the application  
has been declined

Application: 16/506064/LDCEX Lodge Farm, Old House Lane, Hartlip, Kent ME9 7SN  
Proposal: Lawful Development Certificate (Existing) for the use of the dwelling at Lodge Farm  
as a single dwelling-house by persons not solely or mainly employed, or last employed locally  
in agriculture (in non-compliance with condition 2 of the approved planning application  
SW/98/796; an Agricultural Occupancy Condition)  
Cllr Harvey informed Members that a decision was yet to be made.

Application: 16/507594/COUNTY Paradise Farm, Lower Hartlip Road, Hartlip ME9 7SU  
Proposal: County Matter - phased extraction of brickearth, advance planting, access  
improvements, restoration and replanting back to agricultural use.  
Cllr Harvey informed Members that the application was approved by KCC Planning Committee.

Application: 16/506166/FULL Newington Working Mens Club, High Street ME9 7JL  
Proposal: Retrospective demolition of former Working Men's Club. Erection of 9 no. dwelling  
houses and 1 no. maisonette together with car ports for garaging.  
Cllr Harvey reported an enforcement notice has been served stopping building on the site  
pending the planning consent conditions being met.

## 9. AMENITIES COMMITTEE

### i. To receive the minutes of the Amenities Committee meeting held on 19 September 2017 and consider the recommendations

The minutes of the Amenities Committee meeting held on 19 September 2017 were considered. It was **PROPOSED** by Cllr Jackson to accept the minutes as a true record of the meeting: **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**. Cllr Jackson duly signed the minutes as a true record.

Cllr Jackson said concern had been raised that a car which entered Bull Lane from the High Street hit the wall of a cottage and there is a suggestion the road be made one way.

Cllr Harris said that if it were one way it would have to be the opposite was to Callaways Lane to enable access to that part of the village.

Cllr Jackson thanked Cllr Coles and Mr Jackson for installing the window grilles at the Pavilion. Cllr Harvey thanked Cllr Jackson for her help during the installation.

Cllr Jackson reported the grass has not been cut around the Pavilion as the compound has been locked.

Cllr Jackson informed Councillors that the annual play area inspection report has listed a few items of moderate risk and the Committee has a plan to address the issues. Cllr Layer has untwisted the swing, oiled the gate and pulled up the weeds growing through the safety surface.

Cllr Jackson said the Amenities Committee recommended giving the school and Demelza £500 each from the Festival surplus; **AGREED UNANIMOUSLY**.

Cllr Haigh thanked Cllr Jackson for her report.

#### ii. To consider the quotation to redecorate the Parish Room

Cllr Jackson said two quotations had been received and considered by the Amenities Committee recommends accepting the quote from Moss Ltd.

Cllr Haigh asked that the contractor be contacted to submit a more detailed breakdown of costs. Cllr Haigh **PROPOSED** Clerk to request further details of the estimate; information to be forwarded to Amenities Committee with final recommendation to the Finance Committee for approval: **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**.

*ACTION: Clerk to request grant from Borough and County Councillors towards the cost of the refurbishment.*

Cllr Jackson said a quotation has been received from Master Alarms to upgrade the security system and install night vision cameras, Alarm £280, maintenance £220 and CCTV upgrade £580, exclusive of VAT.

Cllr Harvey said there has been no renewal from ADT for the alarm system.

Cllr Haigh **PROPOSED** to accept the quote; **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**.

Cllr Mould said grilles need to be installed to protect the cameras and the company should do this; **AGREED**.

Cllr Jackson reported the Committee did not deal with the defibrillator offer from the British Heart Foundation as there was uncertainty as to where it would be sited.

Cllr Haigh said that it was good to be able to receive a defibrillator and that Cllr Palmer has agreement from the Ward and County Councillors to fund the £600.00 cost. A cabinet needs to be obtained and an electrician is needed to install it, also a hall or room for training is needed so it may not be free. More information about additional costs and location will be obtained before progressing the matter.

Cllr Harvey said that the proposed doctors' surgery may not happen and if it did, the practice may be able to get funding.

Cllr Coles said there could be an issue of security. Further details are needed before proceeding.

Cllr Harris asked if the track to the allotments is locked overnight, the gate may need to be locked to prevent illegal incursions.

Cllr Coles said there is a need for volunteers to assist with securing the area.

#### iii. ASB- outbuildings at Pond Farm

Cllr Jackson said there has been a break in at the former West's Garage and also at Pond Farm. Councillors **AGREED** the agents of the owners should be contacted to request the outbuildings be secured.

### **10. VILLAGE VOICE AND MEDIA**

Cllr Mould gave an update on the articles proposed for the Village Voice.

Cllr Haigh thanked Cllr Mould for his work on the newsletter.

**11. FINANCE****i. Cheque list: to consider invoices for payment**

<b>Payee</b>	<b>Expenditure</b>	<b>Amount £</b>	<b>Cheque No.</b>
Profile Business Supplies	Village Voice	<b>£60.00</b>	2704
Mrs P Rowe	Litter Picking Recreation Ground and sight checking equipment September 2017	<b>£110.00</b>	2705
Mr M Marshall	Cemetery and Churchyard maintenance September 2017	<b>£490.00</b>	2706
Mr D Buckett	Internal Audit fee	<b>£253.00</b>	2707
Mrs W Licence	Salary and expenses	<b>£589.93</b>	2708
HMRC	PAYE	<b>£15.00</b>	2709
Mr R Thompstone	Festival expenses- Trophy engraving	<b>£10.00</b>	2710
Brandon Hire Ltd	Scaffold Hire	<b>£69.00</b>	2711
Grasstex Ltd	Recreation Ground mowing	<b>£417.60</b>	2712
PFK Littlejohn LLP	Audit fees	<b>£360.00</b>	2713
PFL Electrical Ltd	Streetlight repairs	<b>£216.00</b>	2714
Newington C of E Primary School	Donation for use of playing field for Festival	<b>£500.00</b>	2715
Demelza House Hospice	Donation from Festival Surplus	<b>£500.00</b>	2716
Mr A Heavey	Litter picker	<b>£255.00</b>	2717

Councillors considered the cheques raised and Cllr Haigh **PROPOSED** the signing of the cheques, **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**.

**BACS PAYMENTS**

11.08.17: £32.00 Haven Power Ltd  
01.09.17: £179.00 Haven Power Ltd  
04.09.17: £631.00 Haven Power Ltd

**RECEIPTS**

06.09.17: £31.40 Tunstall Parish Council- SLCC share  
12.09.17: £31.40 Doddington Parish Council- SLCC share  
22.09.17: £31.40 Upchurch Parish Council- SLCC share

ii. Internal Auditor's report

Cllr Haigh said the report has raised the ongoing issue with the website.

*ACTION: Clerk to contact KCCllr Whiting expressing concern the issue is still being raised by the Internal Auditor's report.*

iii. To consider adopting a Statement of Internal Control

Cllr Haigh informed Members the Statement of Internal Control is a document which formalizes what the Parish Council is currently contained in Standing Orders and Financial Regulations. Cllr Haigh **PROPOSED** to adopt the Statement of Internal Control; **SECONDED** by Cllr Godmon: **AGREED UNANIMOUSLY**.

iv. To review the Parish Council Risk Assessment

Cllr Haigh said the risk assessment has been adapted for Newington Parish Council, the document must have a column for impact of risk and remaining risk. It might not be able to stop high to medium risks from occurring but they are insured. Cllr Haigh **PROPOSED** to accept the risk assessment as amended; **SECONDED** by Cllr Jackson: **AGREED UNANIMOUSLY**.

v. Any other finance matter received by 26 September 2017

Cllr Haigh reported the Annual Return has been signed off by the external auditor- one except for matter raised concerning transpositions of figures from previous year.

Cllr Harris said a review of the outturn will be carried out.

## **12. CHURCHYARD AND CEMETERY**

Cllr Mould said he has met with the church warden regarding the small hole in the car park wall.

Cllr Haigh said the Council is waiting to get details of agreement from Diocese regarding the closed churchyard agreement.

## **13. HIGHWAYS**

i. To receive an update of roads and pavements

ii. To consider proposal for Bull Lane to be one way near junction of A2

Cllr Coles said the proposal to make Bull Lane one way should only go ahead if other road safety measures are put in place.

Cllr Jackson expressed concern that there have been some bad accidents at the edge of the village.

Cllr Haigh said there had been four accidents either side of the village with one fatality.

*ACTION: Clerk to write to KCC requesting road safety measures.*

## **14. STREET LIGHTING**

Cllr Haigh said the street light consultation is on Thursday 28 September.

## **15. REPORTS FROM MEMBERS**

Cllr Mould reported to Members the new head is settling in at the school and the Governors have full confidence in his appointment.

## **16. CORRESPONDENCE**

1. 01.09.17- letter from Mayor regarding the Newington Festival
2. 04.09.17-UpARA Newsletter- attached and uploaded to website
3. 08.09.17- Allotment Association- letter concerning the Allotment fence
4. 08.09.17- South East Water draft drought plan - consultation
- 5- 18.09.17: Kent Community Rail Partnership response (to NPC email dated 7 June)- with invite to meeting on Tuesday 26 September.
6. 19.09.17: DCLG Consultation - Planning for the right homes in the right places
7. 19.09.17: Rural Police Report
8. 20.09.17: Response from DCLG to Mike Whiting

9. 26.09.17: email from resident with concerns about ASB in village.

Cllr Haigh said the Council will write to the PCSO, the Community Warden and the County and Borough Councillors. The Parish Council will be meeting with the Police Inspector in October.

**17. ANY OTHER BUSINESS**

Cllr Harris said the flower bed around the village sign always looks very good.

*ACTION: Clerk to write a letter of thanks to the Allotment Association.*

Cllr Harris said he has received a new call for sites.

*ACTION: Cllr Harris to circulate letter.*

**Date of next meeting: Tuesday 31 October 2017**

There being no further business, the meeting closed at 8.43pm.

Signed as a true record of the proceedings:

Chair

Date: 31 October 2017