

**Minutes of Mersham with Sevington Parish Council Meeting held in  
the Church Room, St John The Baptist Church, Mersham on Monday, 18<sup>th</sup> April 2016**

<b>Present</b>	Geoffrey Fletcher (Chair)	Rob Hansen
	Gavin Murphy	Jan Oakley-Hills
	Henrietta Sawdon	Kenton Stewart
	Peter Turley	Lee Whitehead

In attendance: Graham Kingston (Community warden), Karen Banks (Hume Planning) and Tracey Block (Clerk)

To be actioned by

The meeting started at 7.30pm	
Apologies for absence had been received from Cllrs Kibble and Smithers and Borough Councillors Bartlett and White. PCSO Dan Smith had also sent apologies for their absence.	
<b>Declaration of interest in items on the agenda</b> There were no declarations of interest.	
<b>Minutes</b> of the Meeting on 21 <sup>st</sup> March 2016 were approved as a true record and signed accordingly.	
<b>Matters Arising from the Minutes</b> There were no matters arising from the minutes that were not covered by the items on the Agenda.	
<b>To receive a Presentation from Hume Planning Consultancy on Casa Amica, Brisley lane</b> Karen Banks from Hume Planning Consultancy attended the meeting. The site discussed is currently "Ripleys" and the property known as Casa Amica. The site is in Bilsington. Karen gave a history of the site and how it had Planning permission in 1995, the site currently has a license for 1,000 cars and 50 tonnes of waste, being allowed to process up to 7,800 vehicles per annum. The application originally proposed 10 properties, this has been reduced to 7. The site is approximately 0.5 hectares.  The Council asked if the neighbours had been approached, Karen explained that Bilsington Parish Council has been approached, now Mersham with Sevington Parish Council, the neighbours would be the next people to approach. Ashford Borough Council has been involved at the pre-application stage. The size of the built area could be considered incongruous to the surroundings as the site is not in a built area like the Bell Field site in Mersham. The area is, however, a contaminated brown field site.  Mersham with Sevington Parish Council considered this suggested and agreed that, in principle, the Parish Council is supportive of this proposal <b>providing</b> Bilsington Parish Council supports the proposal <b>and</b> that this change of use is permanent.  Karen is happy to answer any further questions and left her contact details with the Clerk.	
<b>To Receive reports from the Borough Councillors</b> Paul Bartlett had contacted Terry Mortimer as had the Clerk with regard to de-coupling once Finberry has grown enough to allow Sevington to be a stand-alone parish. This would appear to be a slow process.	
<b>Report from Community Warden</b> The Community Warden noted that works had been completed on the path on Church Road and there is currently no water running off the field on to the path. There had been a theft of garden gates in Sevington. An abandoned vehicle had been reported, this turned out to not be abandoned and was subsequently moved. The vehicle chassis in Cherry Glebe is to be removed in the near future. A new shop keeper has been found and is currently undertaking training from the Post Office.	

The bird scarers used locally are gas powered so no license is required.  
There has been no further updates on Petworth.

#### Planning Matters:

A list of Planning Applications was circulated as Appendix A with the agenda, those requiring a response were:

Reference: [16/00403/AS](#)

Address: Unit 2C, Ashford Business Park, Barrey Road, Sevington, Ashford, TN24 0SG

Proposal: Installation of air conditioning condenser units to side elevation

**No objections raised**

Reference: [16/00405/AS](#)

Address: Unit 5, Ashford Retail Park, Barrey Road, Sevington, Ashford, TN24 0SG

Proposal: Variation to condition 17 of permission 01/01747/AS to allow the following goods to be sold; Toys, childrens sports goods & equipment, bicycles and associated equipment, play equipment, baby equipment & products, electronic games & equipment and other products associated with toys & children's entertainment.

**No objections raised**

Reference: [16/00412/AS](#)

Address: Frith Farm, Coopers Lane, Aldington Frith, Aldington, Ashford, TN25 7HH

Proposal: Prior approval of proposed change of use of agricultural buildings to 3 dwelling houses

**The Parish Council supports the concept but express concerns about the materials proposed and would prefer them to be in-keeping with the neighbouring properties. The Parish Council respectfully requests the Planning Officer to consider the comments raised by the neighbours**

Reference: [16/00456/AS](#)

Address: Ransley House, Kingsford Street, Mersham, Ashford, Kent, TN25 6PF

Proposal: Re-instatement of 3no. rear windows (To condition prior to unlawful replacement).

**No objections raised**

Reference : [16/00468/AS](#)

Address: 32 Kingfisher Close, Sevington, Ashford, TN24 0TW

Proposal: Erection of first floor extension over existing double garage and insertion of rear first floor window

**No objections raised but the Parish Council respectfully requests the Planning Officer to consider the comments raised by the neighbours**

Reference: [16/00470/AS](#)

Address: Unit 5, Ashford Retail Park, Barrey Road, Sevington, Ashford, TN24 0SG

Proposal: Installation of mezzanine floor

**No objections raised**

Reference: [16/00516/AS](#)

Address: Premier Inn, Hall Avenue, Orbital Park, Sevington, Ashford, TN24 0GN

Proposal: Vary condition 13 on planning approval 16/00023/AS to remove reference to a) ii) "Excellent" Standard in respect of water credits and replace with "65% of unweighted water credits"

**No objections raised**

Reference: [16/00517/AS](#)

Address: Cantium, 14 Bower Road, Mersham, Ashford, Kent, TN25 6NN

Proposal: Two storey side/rear extension with front canopy/porch (revision to previously approved permission 14/00247/AS - including changes to window position/design) (part retrospective)

**No objections raised**

<p><b>To receive an update on the Village Caretaker Scheme</b> Paul Rodway started 2 weeks ago. He has cleaned the signs and cleared the paths. He has been inspecting the JPF and cutting the grass around the village. Paul's presence has been noticed in the parish and it was suggested that he might cut the grass above the railway near the Tithe Barn.</p>	GF																									
<p><b>To consider arrangements for HM The Queen's 90<sup>th</sup> Birthday celebrations</b> Cllr Stewart asked whether there were a few volunteers who could assist with loaded the beacon basket at about 5.30pm on Thursday evening. Lighting will take place at 8.30pm. Access to the Millennium Green is a problem, the residents will be asked to keep access clear for the evening. Councillors were requested to encourage others to come along on the evening. The Farrier's Arms had offered a bar but this is to be declined due to the inclement weather.</p>	All  GF																									
<p><b>Financial Matters</b></p> <p><b>i. To note the Parish Council's financial position.</b> The Financial Statement was circulated. A budget against expenditure was also circulated</p> <p>The balance at bank is £24,623.16 with £5513.88 un-presented at bank.</p> <p><b>ii. To authorise any payments including the Clerk's Salary, Salary for Mr King.</b> The following payments were authorised:</p> <table border="1" data-bbox="92 949 1473 1167"> <thead> <tr> <th>Cheque</th> <th>Payee's Name</th> <th>Reason for Payment</th> <th>Amount</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>501726</td> <td>KALC</td> <td>Annual Membership</td> <td>£ 514.06</td> <td>£85.68 VAT to be reclaimed</td> </tr> <tr> <td>501727</td> <td>I King</td> <td>Litter picking</td> <td>£ 83.85</td> <td></td> </tr> <tr> <td>501728</td> <td>Kent County Playing Fields Association</td> <td>Annual Membership</td> <td>£ 10.00</td> <td></td> </tr> <tr> <td>501729</td> <td>T Block</td> <td>Salary</td> <td>£ 384.81</td> <td></td> </tr> </tbody> </table> <p><b>iii. To consider the findings of the Review of Effectiveness of the System of Internal Controls</b> The Parish Councillors considered the effectiveness of the system of internal control. The internal controls are maintained and properly recorded. The Internal and External Auditors Reports are circulated and points raised are addressed.</p> <p><b>iv. To approve the Annual Governance Statement 2015/16 by Resolution</b> The Parish Councillors unanimously approved, by resolution, the Annual Governance Statement 2015/16. It was duly signed and dated by the Chair of the meeting, Cllr Fletcher.</p> <p><b>v. To consider the Accounting Statements 2015/16</b> The Parish Councillors considered the Accounting Statements for 2015/16. Having been checked the figures appear to be correct.</p> <p><b>vi. To approve the Accounting Statements 2015/16 by resolution</b> The Parish Councillors approved, by resolution, the Accounting Statements for 2015/16.</p> <p><b>vii. To ensure the Accounting Statements 2015/16 are signed and dated by the person presiding at the meeting</b> The Accounting Statements 2015/16 were signed and dated by the Chair of the meeting, Cllr Fletcher.</p> <p><b>viii. To agree the action plan created by the Clerk to address the points raised as "Other Matters" by the External Auditor last year</b></p>		Cheque	Payee's Name	Reason for Payment	Amount	Notes	501726	KALC	Annual Membership	£ 514.06	£85.68 VAT to be reclaimed	501727	I King	Litter picking	£ 83.85		501728	Kent County Playing Fields Association	Annual Membership	£ 10.00		501729	T Block	Salary	£ 384.81	
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<p>The Council considered and agreed the action plan was suffice to cover the “Other Matters” raised.</p>	
<p><b>Any Other Business</b></p> <p>The Clerk was asked to raise the sinking of the road on the curve on the corner by the shop in Mersham. There has been some work by Clancy Docwra on the edge of this site in the last week or so. Cllr Turley is to forward an email to the Clerk to be forwarded to Kent Highways Services.</p> <p>There has been some bonfires being lit in the parish at times that seem a little inconsiderate, the Clerk was asked for the rulings, the Clerk suggested looking at Ashford Borough Council’s website. They have a link, <a href="http://www.ashford.gov.uk/bonfires">http://www.ashford.gov.uk/bonfires</a> and also a copy of the bonfire code of practise 2013 can be viewed.</p> <p>Mr Branson, litter picker for Sevington, has retired from his role. The Clerk was asked to create an advert for the role, this can then be placed on the notice boards.</p> <p>There was a discussion regarding the setting up of a “Community Group” in Mersham/Sevington.</p> <p>It was noted that the junction at Barrey Road is not going to be on the agenda for Highways England to undertake, however, it is being passed to Area 4, the Local Projects Department and is hoped that it will be sorted out ahead of J10A. It was suggested that the Clerk might contact Salvatore Zappala regarding the issue to ensure that the junction is definitely going to be addressed.</p> <p>The Annual Parish Meeting was discussed. This is to take place on May 16<sup>th</sup>. Richard Alderton has been asked if he will talk to Mersham with Sevington Parish Council at this meeting. Cllr Fletcher is to confirm, suggesting topics like, The 2030 plan and it’s affects on the residents of Mersham/Sevington. A house to house invitation is to be delivered once Cllr Fletcher confirms that the details.</p> <p>Cllr Murphy had received some correspondence from a resident who had a flooding issue earlier in the year. A copy is to be kept on file.</p> <p>A letter had been received from Kent Planning with regard to the Grade II* Listed barn in Mersham asking if there are any funds available from the Parish Council. The Parish Council does not hold funds for this purpose.</p> <p>The Clerk was asked to look at the records regarding the cut and cover land in Mersham. This will be forwarded to the Councillors.</p>	<p>TB</p> <p>TB</p> <p>TB</p> <p>GF All</p> <p>TB</p>
<p><b>The next meeting</b> was confirmed as Monday, 18<sup>th</sup> May 2016, the Clerk would like any items for the agenda by Friday 8<sup>th</sup> May, please.</p>	<p>All</p>
<p>There being no further business, the meeting was declared closed at 9.15 PM.</p>	