

SWINGFIELD PARISH COUNCIL

Minutes of a virtual meeting of Swingfield Parish Council held on Tuesday
23 February 2021

PRESENT: Councillor Tim Allard (in the Chair), Councillors Andy Csiszar (start to minute 6134), Vic Harmer (minute 6129 to end), Tony Hutt, David Monk, Steve Notley, Les Palliser (minute 6134 to end)

Apology for absence: Councillor Ken Mitchell

Officer in Attendance: Mrs Tina Wiles

There were no questions from the public.

6125. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

6126. **MINUTES**

The minutes of the meeting of the Parish Council held on 24 November 2020 were submitted and subject to an amendment to minute 6123, set out here; to delete “the references to the Churches Conservation Trust local representative, and the Churches Conservation Committee local representative and, under Resolved 2 and to record that Mr Steve Spitty gave the update as an individual and for the Swingfield Street Community Group” were approved as a correct record and signed by the Chairman.

6127. **PROJECTS UPDATE**

REPORT: The Council received updates as follows:

Street Lamp - Swingfield Street, The Clerk had circulated an update. Councillor Tony Hutt advised that since the update he had been advised the replacement lamp was cost-prohibitive and The Swingfield Street Community Group had accepted this. Councillor Susan Carey had suggested a solar powered lamp post.

Website – Councillor Tim Allard advised progress towards the new website was going ahead and was planned to go-live on Monday 1 March 2021.

Tree Planting Project – The Minnis – Councillor Tim Allard advised the planting was progressing well and the next batch of 600 tree were ready. He had received some support with planting but this was difficult in the current Covid restrictions.

Proposed by Councillor Tony Hutt

Seconded by Councillor Steve Notley and

RESOLVED: To receive and note the update reports.

(Voting: For 5; Against; 0, Abstentions; 0)

Note: the updates given by Councillor Vic Harmer were given at the end of meeting and recorded here. Councillor Harmer joined the meeting late because of ICT problems.

BMX – Councillor Vic Harmer advised he had not been able to make progress with his contacts for the repairs, he would make further enquiries.

Defibrillator – Councillor Vic Harmer advised the installation would be undertaken by an external contractor at the Black Horse Public House.

Proposed by Councillor David Monk
Seconded by Councillor Steve Notley and

RESOLVED:

- 1. To receive and note the update reports.**
- 2. To delegate authority to the Clerk to progress the installation of the Defibrillator using an external contractor at a cost of up to £200.**

(Voting: For 6; Against; 0, Abstentions; 0)

6128. **PARISH COUNCIL VACANCY**

REPORT: FHDC has confirmed an election has not been called and the Council can fill the vacancy by co-option.

Due to the Covid 19 Lockdown restrictions the notices to co-opt will not be placed until lockdown is over.

Proposed by Councillor David Monk
Seconded by Councillor Andy Csiszar and

RESOLVED: To note the Notice of Co-option will be placed on 29th March 2021.

(Voting: For 5; Against; 0, Abstentions; 0)

6129. **PARISH COUNCIL BUSINESS ADDRESS**

REPORT: In accordance with GDPR and advice from FHDC the Parish Council has changed its business address to c/o Hawkinge Town Council, Town Council Offices, Hawkinge Community Centre, Heron Forstal Avenue, Hawkinge, Kent CT18 7FP.

Proposed by Councillor David Monk
Seconded by Councillor Steve Notley and

RESOLVED: To receive and note the report.

(Voting: For 5; Against; 0, Abstentions; 0)

NOTE: Councillor Vic Harmer re-joined the meeting.

6130. **BUDGET MONITORING REPORT AND SCHEDULE OF PAYMENTS**
REPORT PC/20/08 provides the latest budget monitoring information and schedule of payments.

Proposed by Councillor Steve Notley
Seconded by Councillor David Monk and

RESOLVED:

- 1. To receive and note Report PC/20/08.**
- 2. To authorise the Chairman of the Council to sign the bank reconciliation and statements in accordance with best practice.**

(Voting: For 6; Against 0; Abstentions 0)

ANNUAL REVIEW OF STANDING ORDERS

REPORT: On 30 June 2020, minute 6072 refers, the Council reviewed its adopted Standing Orders.

During the year NALC has not issued any amendments to the model which has been adopted.

Proposed by Councillor David Monk
Seconded by Councillor Steve Notley and

RESOLVED: To receive and note the Report.

(Voting: For 6; Against 0; Abstentions 0)

6131. **ANNUAL REVIEW OF FINANCIAL REGULATIONS**

REPORT: On 30 June 2020, minute 6073 refers, the Council reviewed its adopted Financial Regulations. No changes have been made.

Proposed by Councillor Tony Hutt
Seconded by Councillor David Monk and

RESOLVED: To receive and note the Report.

(Voting: For 6; Against 0; Abstentions 0)

6132. **ANNUAL REVIEW OF RISK ASSESSMENT**

REPORT: On 30 June 2020, minute 6074 refers, Council reviewed its adopted risk assessment. The risk assessment enables the Council to assess the risks it faces and satisfy itself that it has taken adequate steps to minimise them. No changes are proposed.

Proposed by Councillor David Monk
Seconded by Councillor Tony Hutt and

RESOLVED: To receive and adopt the Report.

(Voting: For 6; Against 0; Abstentions 0)

6133. **REVIEW OF THE COUNCIL INSURANCE REPORT** On 30 June 2020 minute 6075 refers, the Council reviewed the insurance policy. The Council reviewed the policy.

The Clerk was asked to contact Canter diocese to request confirmation on the insurance liability in respect of the Lych Gate at St Peter's Church.

Proposed by Councillor David Monk
Seconded by Councillor Tony Hutt

RESOLVED:

- 1. To receive and note the report.**
- 2. To ask the Clerk to contact Canterbury Diocese to request confirmation on the insurance liability in respect of the Lych Gate at St Peter's Church.**

(Voting: For 6; Against 0; Abstentions 0)

NOTE: Councillor Les Palliser joined the meeting.

6134. **PLANNING MATTERS**
The Council considered the schedule of planning matters attached to these minutes.

The following applications were considered at the meeting.

Ref: 21/0290/FH Location: Land Adjoining The Cottage, Canterbury Road, Selsted

Proposal: Change of use of land as a residential caravan site for 4 gypsy families, each with two caravans, including no more than one static caravan/mobile home, together with laying of hardstanding, erection of 4 no amenity buildings, improvement of access and erection of fencing re-submission of 20/1105/FH.

Proposed by Councillor Tony Hutt
Seconded by Councillor Vic Harmer and

RESOLVED: To strongly object to the application on grounds set out in the schedule to these minutes.

(Voting: For 6; Against 0; Abstentions 1)

Planning application at Chequers Inn Canterbury Road Selsted Dover Kent CT15 7HJ.

This is a re-consultation following the submission of additional details or a change in circumstance on the above increased storage area for caravan and motorhomes.

Amended plans dated 12/02/2021 and change of proposal description.

Proposed by Councillor Tony Hutt
Seconded by Councillor Vic Harmer and

RESOLVED:

1. To raise no objection to the storage of caravans and motor homes at the site.

1. To strongly object to the application for 5 long term stays on the on grounds set out in the schedule to these minutes.

(Voting: For 6; Against 0; Abstentions 1)

Proposed by Councillor Tony Hutt
Seconded by Councillor Vic Harmer

RESOLVED: To receive and endorse the responses on the schedule regarding other planning responses sent to the District Council.

(Voting: For 6; Against 0; Abstentions 1)

NOTE: Councillor Andy Csiszar left the meeting.

6135. **ROADS AND FOOTPATHS**

REPORT: The Council noted some recent flooding in Swingfield Street had been resolved by KCC Highways.

6136. **PARISH MAINTENANCE**

Councillor Tim Allard advised that following minute 6109, on 27th October 2020, the Council had been provided with information from the Swingfield Street Community Group regarding a company that could undertake a survey of the Lych Gate.

The Chairman said that in order to progress this matter the Council as part of its due diligence would contact the Canterbury Diocese and ask for recommendations for specialist surveyors. This would be reported back to the Council.

Proposed by Councillor Steve Notley
Seconded by Councillor David Monk and

RESOLVED: To ask the Clerk to write to the Diocese asking for recommendations of specialist surveyors.

(Voting: For 6; Against 0; Abstentions 0)

It was reported there were overhanging branches that required cutting back by the access gate at the Minnis.

Proposed by Councillor Steve Notley

Seconded by Councillor David Monk and

RESOLVED: To ask the Council's contractor to undertake the cutting back of the vegetation at the access gate.

(Voting: For 6; Against 0; Abstentions 0)

6137. **CORRESPONDENCE**

Letter from Churches Conservation Trust requesting a grant towards the cost of the repairs to the Tower.

Proposed by Councillor David Monk
Seconded by Councillor Les Palliser and

RESOLVED: To respond advising that the Council is potentially committed to the repairs to the Lychgate and that is a substantial contribution.

(Voting: For 6; Against 0; Abstentions 0)

Schedule of Payments December 2020 to 9 February 2021

E33,34,35	Staff costs November 2020	1014.64
E36	Reimburse Clerk re Zoom	143.88
E37	Reimburse Cllr T Allard re Oak	55.80
38,39,40	Staff costs Dec 2020	1014.64
	March IT Laptop set	
E41	up/deletion	80.00
E42	Aubergine website set-up	1078.80
E43	Clerks expenses April-Dec2020	131.08
E44,45,46	Staff costs January 2021	1014.64

Schedule of Planning Applications

23 February 2021

Responses sent to FHDC since the last meeting of the Council

Ref: 21/0290/FH Location: Land Adjoining The Cottage, Canterbury Road, Selsted

Proposal: Change of use of land as a residential caravan site for 4 gypsy families, each with two caravans, including no more than one static caravan/mobile home, together with laying of hardstanding, erection of 4 no amenity buildings, improvement of access and erection of fencing re-submission of 20/1105/FH.

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Response from Swingfield Parish Council;

The Parish Council strongly objects on the following grounds;

- The land is not designated as a gypsy site
- The PPTS recognises that gypsy sites are likely to be located outside of existing settlements in the countryside. Sites should be strictly controlled away from settlements. This application sits between established residential properties
- The land is designated as agricultural land and an AONB. This use is not a permitted use for this land.
- It is understood an application to build two residential properties was previously refused on the grounds of road safety, in that the egress is onto a national speed limit single carriageway with restricted vision
- The application mentions two caravans for each of the four families, this totals 12 caravans/buildings when taking into account the amenity buildings
- The applicant's reference to hardship on the families and children should not be a consideration as permission has not been granted for them to be there.
- Any access required to the plot of ground behind the site could be used for future enlargement of the site
- A caravan site, whether gypsy, residential or holiday lets, does not sit within this residential ribbon of land and would be detrimental to existing residents, visually, noise levels, volume of additional traffic and serious road safety concerns on the A260 for all road users.
- The Council notes; the advice from the applicants solicitor of 4th February 2021 and challenges comments related to the future occupation of the accommodation and the comments that the benefits of allowing this development as outweighing the adverse impact on the community. The Council believe the opposite to be true for the reasons stated above.

In addition the Parish Council asked for a position statement/confirmation from FHDC regarding the service of the Temporary Stop Notice that was served in respect of the recent previous application on the site.

Planning application at Chequers Inn Canterbury Road Selsted Dover Kent CT15 7HJ. Folkestone and Hythe District Council has requested observations on the above increased storage area for caravan and motorhomes.

This is a re-consultation following the submission of additional details or a change in circumstance.

Amended plans dated 12/02/2021 and change of proposal description.

Response from Swingfield Parish Council;

Part one: The Council raises no objection to the retrospective application for an increased storage area for caravans and motorhomes together with an increase in the number of vehicles stored and increase in the number of touring caravans.

Part two: The Council strongly objects to the designation of 5 existing pitches to long term stay accommodation on the following grounds:

- This use is not a permitted use for this land.
- There are road safety issues relating to the access and egress is onto a national speed limit single carriageway with restricted vision
- The application mentions 5 pitches but does not take into account the amenity buildings likely to be associated with long term stay accommodation.
- The site could be used for future enlargement of the use.
- A long term stay/caravan site, whether gypsy, residential or holiday lets, does not sit within this residential ribbon of land and would be detrimental to existing residents, visually, noise levels, volume of additional traffic and serious road safety concerns on the A260 for all road users.

Ref: 21/0190/FH Location: 8 St Johns Way, Densole, Folkestone, CT18 7DW

Proposal: First floor side extension over garage

Parish Council response – support

Ref: 20/1720/FH Location: Woodmans Barns, Mansell Lane, Selsted, Dover, CT15 7HW

Proposal: Demolition of existing first floor bathroom and erection of a single storey rear extension

The Parish Council response is

To support with a note that F&HDC officers consider the roof design to the extension, the question of an outside flue as well as any bushes or trees being removed do not impact of any neighbouring property.

Ref: 20/2013/FH Location: 40 Minter Avenue, Densole, Folkestone, CT18 7DU

Proposal: Single storey rear and side extensions with rooflight to front roof slope

The Parish Council response is;

To not object to the proposal – noting the application will result in the removal of parking facilities to the side of the property.

Ref: 20/1814/FH Location: Northcourt, The Street, Swingfield, CT15 7EZ

Proposal: Proposed replacement porch and utility space with new kitchen extension.

The Parish Council response is no objection.