Ospringe Parish Council

The Annual Parish Council meeting was held on Wednesday 10th May 2023 in the church room, of St Peter and St Paul's church. Regarding COVID 19 precautions, face coverings were not worn at the meeting. A Risk Assessment had been carried out previously. The meeting commenced at 8.07pm

Present:

A Keel – Chairman
A Bowles
B Flynn
C Elworthy

Cllr R Lehmann

K Lockwood – Clerk

Apologies:

R Simmons- another commitment – approved

The Chair welcomed back all councillors.

071/23 Election of Office

Chair – proposed by Cllr B Flynn, seconded by Cllr A Bowles. The Chair Cllr A Keel signed the Declaration of Acceptance of Office form.
Vice Chair – Cllr B Flynn proposed by Cllr A Keel, seconded by Cllr A Bowles.
Footpaths Officer – Cllr C Elworthy agreed to take on the position.
Swale KALC Reps – Cllr A Bowles and Cllr R Simmons, if she would like to carry on in the role.

Councillors signed the Acceptance of Office form which is signed at the first meeting after an election. It was agreed that Cllr R Simmons would sign the Acceptance of Office form at the next meeting.

072/23 Covid 19 Restrictions

Councillors agreed that due to the small number of people at the meeting masks would not be worn. Mask wearing would be reviewed on a month-by-month basis and set as an agenda item.

073/23 Dispensations

R Simmons, C Elworthy, B Flynn and the Chairman A Keel have been granted dispensations to deal with matters relating to the setting of the precept.

074/23 Public Participation – there was none.

075/23 Signing of Minutes

All were in agreement for the Chairman to sign the Minutes as a true record of the business transacted at the Parish Council Meeting held on 5th April 2023.

076/23 Matters arising

Dog Bins: Two new bins have been installed on the playground. There has been a hold up at Swale on the acquisition of a third bin.

Speed Watch: -41 vehicles recorded doing more than 35mph in the 30mph, in three 90 minutes sessions of Speedwatch. Of which only 5 were 2nd offenders, the remaining not having been recorded speeding within the last 12 months within the Parish.

Lighting: - The PC is still considering the possibility of an energy deal to be arranged with other local parish councils. The Chairman has been liaising with Cllr J Tutt about this. This is a work in progress.

Playground:-There is still ongoing maintenance work to be carried out.

Churchman's Farm:-Alice Reeves intends to contact the Chairman

Highway Matters & Road Closures:

Porters Lane - The Chairman had attended a meeting arranged by Gary Gibbs with two residents about posts and other obstructions installed along the edge of the road to deter vehicles from using the narrow lane. Flexi posts placed outside the limits of the public highway were agreed upon as a compromise to replace the originals installed.

Residents and the parish council have long been concerned about the overuse of the rural lanes and the speed of vehicles. The parish council has previously looked into hiring a highways consultant (deferred during Covid) and aims to move the project forward. Cllr B Flynn was supportive of focussing the highways consultant's work on Porters Lane and Plumford Lane. The parish council has previously discussed whether they could be designated 'Quiet Lanes' and this will be investigated.

Implementing a 30 mph limit on the section of Brogdale Road between Whitehill and the bottom of Bay Hill, and Painters Forstal Road would be another measure that the parish council would be in favour of.

Cllr Rich Lehmann advised that highways concerns can be addressed by adding them to a HIP. Once the parish council have completed a HIP, a meeting can be arranged with an officer at KCC to look at addressing the issues.

There are a considerable number of pot holes in the parish which have been marked up or repaired.

The parish council noted the proposed Porters Lane and Brogdale Road closures and were concerned at the vagueness and lack of detail in the road closure notices which cover a period of eighteen months. For example, it is uncertain where the closure from the A2 down to Plumford Lane will finish.

Action: The Clerk would write to Kent Highways to enquire as to the details of the extent, duration, purpose and timescales of the road closures.

The replacement of the barriers on the motorway bridge has not yet occurred. Cllr Rich Lehmann reported that Garry Gibbs had chased the contractor and will follow it up.

The Chairman will follow up with Kate Beswick at KCC about the reinstatement of the footpath from the Brogdale Road across the Perry Court estate and whether it is possible to upgrade to a bridleway to allow use by cyclists.

Flytipping:-There had been more incidences of flytipping in the parish including several on Plumford Lane. This was reported by Cllr C Elworthy. There are currently active steps to instigate prosecutions going on for some incidences. The parish council noted the large dumping of asbestos material on Abbots Hill and the inefficiently long process to remove it resulting in the extended closure of the road.

077/23 The King's Coronation

PFCA had made a request to the parish council at the Annual Parish Meeting which had preceded this meeting to provide a tree for the community field. The parish council were happy to do so and resolved to purchase an additional native oak tree alongside the other three it intends to buy as commemorative trees.

078/23 Community Hall Funding Request

The sub group had looked over the amendments to the draft funding agreement from PFCA and reported on these to the council. It was agreed that the sub-group intend would revert to PFCA on the amendments, as well as the proposed voucher scheme which the sub-group had approved in principle as a means of rewarding residents for the increase in council tax which would be payable as a result of the parish council taking out a PWLB loan to pay for the proposed grant to PFCA.

079/23 Highways Improvement Plan – this was discussed under Highways, during Matters Arising

080/23 Parish Councillor Vacancies

There continue to be councillor vacancies, and the Chairman asked councillors to look out for suitable new recruits willing to demonstrate commitment.

081/23 Planning

Planning applications for consideration:

23/501650/Full Lorenden Preparatory School, Painters Forstal Road. Ospringe Kent ME13 0EN. Erection of a single storey, self contained music building and an all weather sports pitch. We are supportive of this application and we welcome the attention that the school proposes to give to increasing biodiversity and habitat ranges as part of its application.

23/501553/Full Scotts Oast, Hansletts Lane, Ospringe. Faversham Kent ME13 0RW. Installation of 6no. rooflights to replace and enlarge existing rooflights. We have no objections.

23/502110/MOD106 Lorenden Preparatory School, Painters Forstal Road, Ospringe Kent ME13 0EN. Modification of planning obligation under section 2(i) of the S106 Agreement relating to ref SW93/361 to allow increase in the pupil numbers at the school from 120 to 140. The parish council would respond to the application after the next meeting.

Planning Applications pending:

23/501177/SUBLand Fronting Painters Forstal Road Ospringe Kent ME13 0EGSubmission of Details pursuant to condition 9 (Foul and Surface Water Details) of application 18/500041/OUT.

22/505533/FULL. Judds Folly Hotel London Road Ospringe Kent ME13 ORH Erection of a new ground floor orangery and changes to fenestration. Erection of new mansard roofs to north/front elevation over the new function room and first and second storey extensions to the east wing of the hotel building

22/504036/FULL Queen Court Barns Water Lane Ospringe Kent ME13 8UA Proposal: Erection of new barn development for 7no. dwellings, parking barns, cycle/bin storage, waste water pumping station, new vehicular and pedestrian access, reuse of Victorian outbuilding for storage, new permissive footpath link, hard and soft landscaping works, communal and community open space

22/500912/FULLThe Meads Farm Elverland Lane Ospringe ME13 0SPSiting of 1no. mobile home for use by gypsy/traveller family (retrospective).

22/501848/FULL Highfield Faversham Ospringe ME13 0SF Erection of a detached garage with garden room and erection of a single storey side extension to existing barn (retrospective)

21/506547/SUB Perry Court Farm London Road Faversham ME13 8RY Proposal: Submission of details pursuant to condition 20 (Archaeology) in relation to planning permission 15/504264/OUT.

21/505759/SUB Queen Court Barns Water Lane Ospringe Kent ME13 8UA. Submission of details to discharge part conditions for condition 4 (details of the proposed Kent peg clay tiles and replacement weatherboarding in the proposed stain or paint finish), condition 5 (additional details of the specific cast iron rain water goods (and associated brackets), condition 7 (Construction details for Barn 2 and revised details Barn 1), condition 8 (Barn 2 - detailed repair and alterations specification and associated works programme) and condition 9 (Barn 1 - revised joinery details) in relation to Listed Building Consent 19/505890/LBC.

21/505767/SUB Queen Court Barns Water Lane Ospringe Kent ME13 8UA. Submission of details pursuant to condition 4 (details of both hard and soft landscape) and condition 14 (The bat tiles, bat loft and owl boxes) in relation to planning permission 19/505888/FULL

21/504692/SUB: Land at Perry Court London Road Faversham Kent ME13 8YA Submission of Details to Discharge Condition 16 - Ecological Enhancements subject to 17/506603/REM.

21/504695/FULL Syndale Park London Road Ospringe Faversham Kent ME13 0RH. Erection of elderly persons care home.

21/503788/FULL Barn 1 Queen Court Farm Water Lane Ospringe Faversham Conversion of the barn to create a three bedroom dwelling with hard and soft landscaping. Amended plans for parking.

21/503789/LBC Barn 1 Queen Court Farm Water Lane Ospringe Faversham Listed Building Consent for conversion of the barn to create a three bedroom dwelling with internal and external alterations.

21/504297/SUB Queen Court Barns Water Lane Ospringe Kent ME13 8UA Submission of Details to Discharge Condition 3- Existing lean-tos, silo water and oil tanks shown to be demolished, Condition 4 - Samples, Condition 5 - Details of the specific cast iron rain water goods, Condition 6 - Details of glazing and rooflight and part discharge Condition 7 Key construction details - Wall insulation system and weatherboard, Eaves and roof insulation, Verge details, Ridge roof junction, hip roof junction, Floor and underfloor, Elevations detail and vertical plan section, Condition 8 - Detailed repair and alterations specification programme - SPAB Repointing Stone and brickwork, Repair of timber frames and roofs, Energy efficiency and historic buildings and Condition 9 - Plans (for Barn 1) subject to 19/505890/LBC.

20/505877/OUT Brogdale Farm Brogdale Road Ospringe ME13 8XUOutline planning application for mixed-use development comprising a nursery school and flexible workshop/business units (all matters reserved except access. Amended plans.

SBC Decisions:

23/500763/FULL The Bungalow Stalisfield Road Ospringe Kent ME13 0HA. Garage conversion into ancillary accommodation with solar panels. Permitted.

22/503382/LDCEX Parsonage Farm Parsonage Farm Bungalow Painters Forstal Road Ospringe Kent ME13 0EW. Lawful Development Certificate (Existing) for the continued occupation of the property without compliance with the agricultural occupancy condition. Withdrawn by the applicant.

Planning Inspectorate Appeals:

21/504300/FULL PINS reference: APP/V2255/W/22/3296729 Hill Top Farm Elverland Lane Ospringe. Appeal Lodged with the Planning Inspectorate Proposal: Demolition of existing stables. Erection of new stables and kennels including a dedicated tack room, feed room, toilet and welfare facilities (Part Retrospective). In progress.

082/23 Accounts 2022/23 Annual Governance and Audit

The audited copy of the Annual Return document-Accounts and the Internal Auditor's narrative report had been circulated to all councillors prior to the meeting. The council noted and considered the Internal audit report – the Statement of Internal Control as signed by the internal auditor and part of the Annual Return. The Internal Auditor had visited the Clerk who had provided all the information required.

(i)The Parish Council reviewed and considered the Annual Governance Statement in the annual return form and discussed the internal audit process and financial risk assessment. It was agreed that annual governance, internal auditing process, system of internal controls and financial risk assessments had all been successfully completed and no changes to the processes in place were currently required. The Risk Assessment had been reviewed and approved by the council earlier in 2023.
After considering the Annual Governance Statement the council **approved by resolution** the Annual Governance Statement (section 1 of the Annual Return AR) and it was signed by the Chair, and then the Clerk.

(ii)The council considered, and then **approved by resolution** the Accounting statements (section 2 of the AR) which was signed by the Chair. The Clerk had signed the Accounting statements prior to the meeting.

(iii)The council had resolved to exempt itself from external audit in the March meeting as it meets the criteria for exemption. The Exemption certificate was approved and signed by the Chair, and then the Clerk.

(iv)The end of year Bank Reconciliation as at 31st March 2023 was signed by the Chair and Clerk.

(v)The council agreed and **resolved to accept** the Explanation of Variance & explanation of high reserves form.

083/23 Finance

Payments for Approval: -
OPC Current Account
Chq no 1599 To KALC for yearly subscription £322.62
Chq no 1600 To BHIB 3rd year of three year Insurance deal Insurance for 2023-24 £487.08
Chq no 1601 To Streetlights Ltd 1st quarter lightening maintenance contract £248.70
Chq no 1602 To Ospringe Church for May meeting £20.00
Chq no 1603 To Mr L Robbins for Internal Audit for 2022-23 Accounts £90.00
Chq no 1604 To the Information Commissioner's Office £40.00
Chq no 1605 To Citizens Advice Swale £50.00 approved at the meeting.
Chq no 1606 To Pat Younger reimbursement for gift vouchers -King's coronation prizes £20.00 – approved at the meeting.

Receipts:-None to report
Allotment Account
Payments for Approval:
Chq no 0377 To T Hoile for removal of noticeboard , repair and replace. Remove old posts and set in new posts, plus materials £215.60
Chq no 0378 To T Hoile for grass cutting and strimming £100.00
Chq no 0379 To T Hoile for weed removal around the allotments, plus chemical £50.00
Receipts: None to report

EDF bills:-3 January 2023- 3 April 2023 £429.68

084/23 Correspondence

The Clerk had circulated a list of correspondence

Regarding Helen Whately's housing questionnaire to local residents. The parish council still intends to make a response.

085/23 Members' reports – there were none

086/23 Any other business

There was a brief discussion as to whether the parish council should have a social media presence. Cllr C Elworthy would look into the best platform to use. Cllr B Flynn would look into whether the Facebook page which was set up but never used could be reactivated.

The correspondence received about Norman's Wood would be discussed at the next meeting.

Cllr A Bowles gave his apologies for the next meeting.

Meeting ended at 9.36pm

Next meeting: 7th June 2023