

WEST KINGSDOWN PARISH COUNCIL

Minutes of the Parish Council & Planning Committee Held on Wednesday 30th April 2025 7.30pm

Members Present: Cllr Mrs P Bosley (Meeting Chairman), Cllr D King (Vice Chairman), Cllr A Blackburn, Cllr I Bosley, Cllr M Matthew, Cllr Mrs M Richards, Cllr Mrs J Watchorn, Cllr D White.

In Attendance: T Baker – Clerk & Responsible Financial Officer
District Cllr Miss E Bulford, County Councillor Mr D Brazier and 6 members of the public.

Apologies for absence: District Cllr S Malone, District Cllr Harrison, Cllr M Stoneham

Members of the Public & Councillors who wish to raise matters:

This was covered in the Annual Parish Meeting.

Planning Committee

Members Present: Cllr Mrs J Watchorn (Meeting Chairman), Cllr A Blackburn, Cllr I Bosley, Cllr Mrs P Bosley, Cllr D King, Cllr M Matthew, Cllr Mrs M Richards, Cllr D White.

In Attendance: Miss T Baker – Clerk & Responsible Financial Officer
District Cllr Miss E Bulford, County Cllr D Brazier and 6 members of the public.

1. Apologies for absence: District Cllr S Malone, District Cllr Mrs L Harrison, Cllr M Stoneham

2. Declarations of Interest: There were none

3. Plans:

To consider comments:

Ref: 25/01032/HOUSE

Site: 122 Hever Avenue, West Kingsdown, Kent TN15 6DT

Development: Demolition of conservatory, erection of a single storey rear extension with roof lights.

It was agreed to respond under “comments” as follows: Bearing in mind the statement in the Residential Extensions SPD that, "Flat roofs should be avoided on prominent and large single storey extensions", the Parish Council would prefer to see at least part of the proposed extension placed under a pitched roof.
Cllr Mr J Watchorn proposed All in favour

Meeting closed at 8pm

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Parish Council Meeting

Item 1: **Apologies for absence:** District Cllr S Malone, District Cllr L Harrison, Cllr M Stoneham

Item 2: **Declaration of Interests relating to items on the agenda.**
There were none.

Item 3: Minutes of Previous Meetings

To approve as a correct record the MINUTES of the Planning Committee held on Wednesday 26th March 2025 as attached.

Proposed by the Chair

All in favour

To approve as a correct record the MINUTES of the Parish Council meeting held on Wednesday 26th March 2024 as attached.

Proposed by the Chair

All in favour

To approve the MINUTES of the Clerks' review held on the 2nd April 2025 as attached.

Proposed by the Chair

All in favour

To approve the MINUTES of the planning committee held on 14th April 2025 as attached.

Proposed by the Chair

All in favour

4. Any Urgent Business

The Chairman to rule that any business received since the despatch of the agenda, by reason of special circumstances, be considered, to avoid any undue delay and have up to date information.

5. Diary Items.**Hayes Farm**

The Clerk confirmed that she is still corresponding with Ryan Grant from Planning Enforcement and is awaiting a response.

6. Footpaths

Cllr Blackburn advised the Clerk that there are two branches lying across footpath SD257 and asked how this is reported. The Clerk informed him that this can be reported by any member of the public on the Public Rights of Way website and that she has placed a quick link to this on the front page of Parish Council website www.westkingsdownparishcouncil.org.uk. Alternatively if residents do not have access to the internet they can report any issues to the Clerk. The Clerk will report the issue with SD257 and add to the footpaths spreadsheet in order to ensure work is carried out.

Cllr Richards said that footpath numbers on the posts were not always readable and either absent or worn away and it would be helpful to know the footpath numbers. The Clerk will contact PROW.

7. Correspondence

There was none

8. Policies

To accept the following revised policies as circulated to members:

Financial regulations policy – it was agreed to hold the adoption of this policy until the next GP meeting.

Freedom of information and Anti-bullying and harassment policies.

It was agreed by members to adopt both of these policies.

Proposed by the Chair

All in favour

9. Tennis Courts

The Clerk advised members of the council that a new combination lock for tennis courts had to be purchased and installed due to someone changing the lock number and supergluing it shut, and broken glass had been thrown onto the courts which had to be cleared up. The cost to remove the previous lock and purchase and install a new combination lock was £150 and the broken glass was cleared up by our Caretaker.

The Clerk asked members to consider purchasing a notice board containing the rules/information for use of the courts. Cllr Blackburn kindly agreed to produce this without any cost to the Parish Council. The Clerk will circulate draft wording for approval.

Cllr Matthew also suggested purchasing a WIFI camera that could be placed on the Community Cupboard building to monitor the Tennis Courts and a member of the public asked Members of the Council to consider making the area available for netball/basketball.

Members of the Council agreed that this should be put on the agenda for the next GP meeting.

10. Insurance renewal

Quotation received from Zurich in the sum of £5570.75

Cllr Matthew proposed we undertake an independent professional property rebuild valuation. A quotation has been requested from Rebuild Cost Assessment.com for Members consideration. For more detail see: RebuildCostASSESSMENT.com | rebuild cost assessment. The Clerk will also contact Zurich to request that they consider making a contribution towards the cost of the revaluation and to ascertain if they are able to arrange a revaluation.

Proposed by the Chair

All in favour

11. Finance

a) Details of income and expenditure were received. It was agreed payments totalling £19373.83 would be paid.

b) To formally adopt the accounts for the end of year 2024/25

Proposed by Cllr Matthew, Seconded by Cllr King

All in favour

12. Report by Church Woods Management Committee

The Tuesday work parties continue. Since the last report the safety work has been completed and also the clear felling of the remaining conifers. This work had had to be postponed in 2021 due to threats to the contractors' harvester. Due to interference from persons unknown, although the felling was completed, there was no time to replant due to the dry weather. This will now have to be done in the autumn. The annual rubbish clearance was undertaken over three work parties and several large laurels have been cut down and stumps treated. Work has been undertaken to improve the surface of the old timber extraction path that was damaged during removal of the felled timber and work has started on other permissive paths. The first dormouse survey of the year was undertaken last Saturday morning. One healthy female dormouse was found.

13. Gamecock Meadow Sports area refurbishment

a) Outdoor gym and basketball area

Cllr Matthew provided a quote from The Great Outdoor Gym Company to replace the existing flooring and make good the gym equipment at a total cost is £10,821 plus VAT and that this should be paid from the Projects Account. This excludes the present basketball hoop removal. Councillors agreed that a quote should also be obtained for a regular annual maintenance contract. Members of the Council thanked Cllr Matthew for all of his work involved with this project.

Cllr Matthew proposed, Cllr King seconded

All in favour

b) Cricket practice nets

The Clerk was contacted by a resident, who was present at the meeting, to ask Members of the Parish Council to consider looking at refurbishing the cricket practice nets. The Clerk was informed that the concrete area is in pristine condition but is in need of a quick moss removal and new nets. This would be great for cricket development in the village and a matter of envy to many neighbouring villages that don't have these pitches. The Member of the public kindly provided the Members with a report containing additional information and agreed to assist the Clerk with obtaining quotes for a new net and mat for Members' consideration at the next Meeting.

c) Petanque (French boules) and possible purchase of bench(s)

The Clerk asked Members to consider renovating the Petanque pitch and purchasing one or two benches for players to rest, as follows:

To level the pitch £150 plus VAT

Bench approx. £400 plus installation

Cllr White stated that he believed that there should be a layer of sand covering the pitch. This helps the boules stop more predictably, and prevent them from rolling into the road.

The Clerk will ask Kiara if they feel this is necessary and, if so; gain a quote for sand and to box this in. Cllr Matthew suggested a notice board be erected to inform members of the public as to what the area is used for. If the renovation is approved by Members the Clerk will add this information to the Parish Council web site along with the rules.

It was agreed to discuss this at the next meeting once The Clerk has more information.

14. Bylaws Notice board for Gamecock Meadow

Cllr Blackburn kindly provided a noticeboard containing a synopsis of the bylaws. Council Members agreed to position this at the entrance to the Gamecock Meadow car park on the left in front of the hedge to the right of the recycling area. Cllr Blackburn provided a quote from Your Security Sign and Olney Maintenance. The cost of purchasing a pole with fixings is H2900mm x 50mm is £66 plus VAT and Installation by Olney Maintenance is £90.

Proposed by the Chair

All in favour

15. Fencing to the rear of the Gamecock Meadow

A resident has asked that some metal net fencing be erected to the rear of his property as it is not properly protected from roaming dogs and children retrieving their footballs.

Olney Maintenance have suggested using 1m high metal netting and weaving the pieces together to form a higher fence as this is much more cost effective.

Fencing 1m high x 25m long	£160
6 posts	£120
Postcrete	£ 21
Labour 2 people one day	£200
Total	£501

Proposed by the Chair

All in favour

16. Matters Arising

a) Cllr Richards raised concerns regarding gates opening onto the Gamecock Meadow from properties in Kingsingfield Road and asked if this is permitted. The Clerk to confirm at the next meeting.

b) The Clerk contacted Planning Enforcement after Cllr Watchorn expressed concerns that a mobile home that had been used whilst a barn conversion was carried out at Home Farm in Crowhurst Lane was still in situ. Planning enforcement contacted the Clerk on 5.4.25 stating that building is incomplete so the mobile home is authorised for time being. This has been placed on the Clerk's Planning Enforcement spreadsheet for monitoring.

17. May meetings

Planning and General purpose meeting: Monday 12th May: The Pavilion London Road

Planning and Parish Council Meeting: Wednesday 28th May: St Edmunds Centre, School Lane 7.30pm

Meeting closed at 9.02