

Westwell Parish Council
Minutes of a Meeting of the Parish Council
Held on Wednesday 5 February 2025 at 7pm, Westwell Parish Hall

1. Open Forum

No members of the public in attendance.

2. Present and apologies

Present: Cllrs Bainbridge, Drury, Bartlett, Farrington, Lister, Ward. Clerk – Sonia Young.

Apologies: Cllrs Wyatt, Hutchinson, and Richards.

3. Declarations of Interest

All those Cllrs living close to sites submitted under the call for sites for the 2042 Local Plan. No Cllrs have pecuniary interests to declare.

4. 4.1 Approval of the minutes of the meeting held on 15 January 2025 and matters arising.

Resolved:

That the minutes of the meeting of Westwell Parish Council held on 15th January 2025 be approved and confirmed as a true record.

Proposed: Cllr Drury. **Seconded:** Cllr Ward. **All in agreement.**

Resolved:

It was resolved to approve the minutes as a true record of the meeting.

4.1.1 Matters Arising

Cllrs Drury and Farrington to find a date to cut back undergrowth on Gold Hill.

Decision Items

5. 5.1 Planning Applications received for comment.

5.1.1 OTH/2025/0070 – Westwell Lane, Westwell

Temporary removal of a 10m section of hedgerow to accommodate South east Water work on the Wellwood Reservoir to Potters Corner Reservoir scheme.

Resolved

It was proposed to make no objection.

Proposed: Cllr Drury. **Seconded:** Cllr Ward. **All in agreement.**

Resolved.

WPC resolved to make no objection.

5.1.2 PA/2025/0081 – 92 Sandyhurst Lane, TN25 4NT

Proposed erection of a car port.

WPC view: This application was considered problematic for two reasons. Firstly, the proposed car port would be in front of the building line in this part of Sandyhurst Lane; prior proposals for extension works similarly forward of the building line at numbers 150 and 162 Sandyhurst Lane were refused. Secondly, the design of the car port was considered to be out of character for the area.

Resolved

It was proposed to object to the proposal.

Proposed: Cllr Drury. **Seconded:** Cllr Farrington. **All in agreement.**

Resolved.

WPC resolved to object to the application.

5.2 Other planning matters

5.2 Update on planning matters in progress

5.2.1 Works at the Sandbar Business Park

Cllr Bainbridge has spent some hours delving into the ABC new planning portal and found the details submitted in 2021 relating to the development of the site and permissions granted at that time and which now satisfy some of the conditions such as the acoustic fencing, ecology and landscape plans as well as the Construction Management Plan.

Cllrs agreed that the next step will be for Cllrs Wyatt, Drury, and Bainbridge to organise a liaison meeting between residents neighbouring the development, and the contractor. ABC Planning Enforcement Officer Heidi Mangold will also be invited.

Action: Cllr Wyatt to consult with all parties to organise a suitable date.

5.2.2 ABC Call for Sites for the Local Plan 2042

Cllr Drury reported that the minutes of the January KALC Ashford area meeting minutes provided a helpful update on what stage the ABC Planning team had reached with its site assessments of the land put forward for development in the Plan. She said and it was clear that ABC had some way to go before all assessments would be completed.

5.2.3 Elvey Cottage – appeal to Planning Inspectorate vs planning enforcement.

Ref: 3352530. In progress. The Inspector is considering written evidence. No decision yet.

6. 6.1 Financial Report

6.1.1 Approval of payments for February in accordance with the budget

WPC main account

Expenditure to approve for February 2025		Method	£
Salary payment Feb	Clerk	BACS	882.84
Tax and NI	HMRC	BACS	226.92
Mowing inv 5019	All Seasons Gardening Services	BACS	632.94
Total			£1742.70

Income			
Total			£00.00

Bank Reconciliation Balance at 31 January 2025: £14, 896.61 less un-presented cheques as follows:

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Actual balance = £14, 896.61 as at 31 January 2025

WPC deposit account

Expenditure			£
Total			£00.00

Income			
9 Jan	Interest	BACS	32.97
Total			£32.97

Bank Reconciliation Balance £38, 856.58 at 31 January 2025 Less un-presented cheques as follows:

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Actual balance: £38, 856.58 as at 31 January 2025

General reserve	12,780.39
Grant	2, 279
HiP	7,859.42
Deposit	15,937.77

WPC No 2 Account

Expenditure		Cheque No	£
Total			£00.00

Income			
Total			£00.00

Bank Reconciliation Balance £3.44 at 31 January 2025. Actual balance = £3.44 at 31 January 2025.

Resolved

WPC resolved to approve the accounts as noted and payments in accordance with the budget.

Proposed: Cllr Bartlett **Seconded:** Cllr Ward. **All in agreement.**

Resolved. WPC approved the accounts as noted and payments to be made in accordance with the budget.

Information items**7. 7.1 Correspondence**

No items of comment.

8. 8.1 Playground**8.1.1 Adult gym equipment – update on training sessions**

No update on the training sessions available at this time. The window for additional grant funds at ABC had closed before an application could be submitted. The clerk is waiting to hear whether the application for a Borough Cllr's grant towards the training has been successful.

Action: clerk to liaise with the grants team at ABC.

8.1.2 Health and Safety signage

Clerk is waiting to receive a quote from Medash in Ashford based on the wording agreed by Cllrs Farrington and Bainbridge.

9. 9.1 Cemetery**9.1.1 Update on the installation of CCTV**

Surveillance is ongoing.

9.1.2 Update on plan to install a plot map

To meet GDPR regs an updated map is required before a plot map can be viewed by the public.

Action: Clerk to contact RL Surveys to get a quote for this revision.

9.1.2 Fencing of the ashes plot

Action: Cllr Richards has had an on-site meeting with a potential supplier and will provide estimates for consideration at the March meeting.

10. 10.1 KALC – update on Devolution

Cllrs Bartlett and Bainbridge circulated documents about Devolution to Cllrs ahead of the meeting. However, the announcement by Angela Rayner earlier in the day that Kent had not been accepted onto the Devolution Priority Programme, put this on hold indefinitely; the May elections will now take place as expected for 2025.

11. 11.1 Highways

Cllr Lister continues to collect photos of highways issues to upload to the KCC website.

Cllr Drury confirmed that all work done as part of the HiP at Sandyhurst Lane has been formally passed across to KCC and it will now maintain those assets.

Cllrs agreed that a new list of highways issues should be created to feed into a new HiP. This list will include: pedestrian access to the A20 at the junction of Sandyhurst Lane/ Potters Corner; improvements for vehicular traffic at this same accident blackspot; extension of the 30mph limit along Sandyhurst Lane; and a possible 20mph limit to be implemented at all five entrances to Westwell village.

Action: Cllr Drury will draft a new HiP for the parish and forward it to Cllrs for comment.

Cllr Bartlett advised that the SLRA will be writing to Katie Lam MP about the noise pollution of the M20. The letter will once again request the replacement of the concrete section between junctions 8 and 9 to reduce the noise pollution which, he said, continued to exceed legal levels.

12. 12.1 Village Hall Management Committee

Cllr Farrington said that Hall accounts and banking had moved online. It has been agreed that Hayley Orange can store more exercise equipment at the Hall.

13. 13.1 Trees

Cllr Farrington will send the permission documentation relating to the works conducted on the trees on Gold Hill in December, to the Clerk for filing.

An arborist who can run the necessary technical tests on three village sycamores – one on the church green and two on Gold Hill – has been recommended. Cllr Farrington is waiting to receive their quote.

Action: Cllr Farrington to forward the arborist's quote for consideration.

14. 14.1 South East Water – mains extension

SE Water has circulated updated information relating to the timeline of the various works.

15. 15.1 Parish Priority Projects

Cllrs agreed that a working list should be built and that it should be taken to parishioners for comment and rating re what they felt will be the most important for the parish. How that consultation will happen is yet to be decided but it was agreed that a multi-strand approach would likely increase levels of engagement with it.

Action: Clerk to build list from suggestions already received from Cllrs and maintain it as other suggestions come forward.

16. 16.1 Westwell Eye

The clerk circulated the current financial outlook for Westwell Eye to all Cllrs ahead of the meeting. Cllrs agreed that new advertisers will be needed to ensure the Eye finances stay in the black.

Action: Cllrs to consider who might be approached about advertising.

17. 17.1 Community Resilience Plan

Cllr Ward will work with Cllr Bartlett to produce a working document based on the example emergency plan developed and in use at a neighbouring parish. The first job will be to work out how to gather the information needed from, and about, residents. This information falls into three categories: understanding who might be vulnerable during an emergency; who has useful equipment and happy to offer that for use in an emergency; and creating a list of individuals willing to step up and help – how and when.

Action: Cllrs Ward and Bartlett.

18. 18.1 Devolution

No longer imminent following the announcement by Angela Rayner that Kent will not participate in the next accelerated devolution programme.

19. 19.1 Additional Items**19.1.1 Annual Parish Meeting**

It was agreed to follow the format of the past few years and invite Parish groups and societies to report on their activities and plans, plus invite representation from the Borough and County.

Action: Clerk to invite local groups to present and prepare an agenda for approval at the net meeting. Chair to invite Katie Lam MP, County Cllr Charlie Simkins and Borough Cllr Larry Krause.

The Annual Parish Meeting will take place on Wednesday 19 March.

The meeting closed at 21.08 hrs. The next meeting will be held on Wednesday 5 March 2025.

Chairman's Signature.....

Parish Council Minutes 5 February 2025 Initial.....