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The Mission Hall
Forge Hill
Aldington
Kent
TN25 7DT

To all members of the Council

You are hereby summoned to attend an online meeting of Aldington and Bonnington Parish Council for the purpose of transacting the following business.

Peter Setterfield

Peter Setterfield PSLCC Clerk and Responsible Financial Officer to the Council.

Agenda for the Meeting of
Aldington and Bonnington Parish Council
To be held on 14th September 2020 at 7.30pm

Login:-

<https://us02web.zoom.us/j/89121835195?pwd=YzR3NnQ0bGtZWmhsem8rT0J0QnJLdz09>

Please follow the instructions on the screen.

The meeting reference and password are available on prior application to the Parish Clerk by email clerk@abpc.org.uk before 3pm on the 14th September 2020.

1. **Apologies for Absence.**
2. **Declarations of Interest.**
3. **Minutes of the meeting held on 10th August 2020.**
4. **Parish Councillor vacancy.**

The Parish Council is asked to consider the applications received for the vacant position on the council representing Aldington.

5. **Planning Committee.**

In order to streamline future meetings of the Parish Council it is recommended that a Planning Committee is established to consider and respond to planning applications that relate to the area. It is proposed that the Committee shall consist of Councillors,

A Baldwin, R Boulding, A Bowman and P Kemp.

The Parish Council is asked to adopt the Planning Committee Terms of Reference set out at the end of this agenda.

6. Planning:

20/01170/AS & 20/01159/AS Poulton Manor Oast, Frith Road, Aldington - Installation of two windows at first floor level on the roundel with associated Listed Building application 20/01159/AS Installation of two windows at first floor level on the roundel.

7. Finance:

Schedule of payments:

Chq No	Payee	Purpose	Amount
1522	Harmer & Sons	Grounds maintenance	£981.90
1523	L Harman	Postage NDP questionnaire	£162.50
1524	D Earnshaw	Reimbursement	£268.55
1525 & 1526	Staff costs		£1,805.97
1527	Harmer & Sons	Grounds maintenance	£96.00

8. Neighbourhood Plan:

An update will be given at the meeting.

9. Quarry Field, woodland and pond:

An update will be given at the meeting

10. Remembrance Sunday:

The Annual Remembrance Service is being organised by Aldington Christians Together who are currently making plans in line with the current guidance for public gatherings.

11. War Memorial:

Councillor Boulding recently met with members of the Aldington and Bonnington Gardeners to review the planting of the memorial garden. A plan has been drawn up to replace some of the planting and to enhance the area this has been costed and an application has been made to Cllr Harman as our Borough Councillor for covering funds from her Ward Member Grant.

12. COVID infection control:

The Parish Council is following the Government guidelines with respect to COVID in respect of gatherings and will continue to meet remotely until such times as the guidelines permit.

With regards to the play areas these are disinfected on a daily basis and appropriate signage has been installed regarding hand sanitisation.

13. Play areas:

An application has been made to Ashford Borough Council for the release of S106 monies to enable the refurbishment of the play area situated at Reynolds Playing Field. Until these monies are received the order for the equipment cannot be placed.

14. Grounds maintenance:

The current Grounds Maintenance Contract is due to expire in March 2021 and companies will be asked to tender for the contract in December. Councillors are asked to note any areas of apparent open space that are in need of maintenance in order that ownership can be identified and appropriate consideration given to the need.

15. Councillor roles:

Apart from the responsibility to attend meetings, consider in advance of the meeting the agenda and any related documents and represent the whole electorate, the Parish Council has a number of roles which it asks its members to carry out. It is emphasised that these roles do not give authority to instruct or authorise works the role is to report to the Clerk in order that any issues can be placed on the agenda for a formal decision or for the Clerk to take the necessary action.

A list of the roles is at the end of this agenda.

16. Electric Vehicle Charging Points:

Kent County Council is committed to helping residents and businesses of Kent switch to more sustainable modes of travel such as walking, cycling and using public transport. However they recognise that many people will still rely on private vehicles for their transport needs. Where this is necessary, KCC wants to help enable the use of low carbon transport modes, such as electric vehicles (EVs).

Providing adequate electric vehicle charge-points across the county is a very important part of KCC's strategic plan to achieve carbon neutrality in Kent by 2050, set out within the Kent & Medway Energy and Low Emissions Strategy. While there is private investment available for providing charge-points in densely populated locations, or on the main roads, often the smaller communities will be missed. This project aims to provide publicly available charge-points in local communities across Kent.

Planning Committee Terms of Reference.

1. Objective:

Aldington and Bonnington Parish Council is currently an advisory body to the Local Planning Authority (Ashford Borough Council) for all planning applications that relate to the Parish area.

The Planning Committee is constituted to consider and respond on behalf of the Council in respect of such applications.

2. Membership:

Membership shall consist of a minimum of four Council members elected annually.

The Chairman of the Committee shall be one member elected by the membership.

A quorum shall consist of three members.

3. Areas of responsibility:

The Planning Committee has the delegated authority from Aldington and Bonnington Parish Council:

- a. To make representations to the Local Planning Authority on applications for planning permission which have been notified to the Council.
- b. To make representations in respect of appeals against the refusal of planning permission;
- c. To identify and make representations to the relevant authorities in respect of enforcement action or any matters considered to be breaches of planning regulations;
- d. To monitor, review and where necessary make recommendations to the Council for amendments to the planning consultation procedure;
- e. To deal with any other planning related matter that a meeting of the Full Council considers appropriate to be referred to the Planning Committee, and
- f. The Clerk be given delegated powers for all Tree Preservation Orders to state that the Council comments are 'Refer to Ashford Borough Council Arboriculturist'; the planning application will be reported in the normal way on the planning list, with relevant comments.

4. Planning applications:

Planning applications shall be circulated to Planning Committee members within five days of the Parish Council Planning Committee by the Parish Clerk. The applications may be viewed on the Planning Portal at Ashford Borough Council.

5. Meetings:

The calendar of meetings shall be confirmed at the first meeting after the Annual Meeting of the Aldington and Bonnington Parish Council.

The Parish Clerk or the Chairman of the Planning Committee may call additional Planning Committee meetings as and when necessary to ensure that all Planning

Applications received can be discussed and replied to within the time scale.

The Planning Committee has an obligation to ensure that any comments received, prior to the meeting, from any relevant parties, applicants and objectors, for planning applications (not including enforcement notices) are considered at the meeting.

Minutes of all meetings will be recorded by the Parish Clerk and circulated at the Full Council meetings. All planning applications, and the responses shall be noted in the minutes of Full Council.

6. Responses:

The Parish Clerk will communicate to the Local Planning Authority the Committee's decision in respect of applications considered.

Where an application is subject to an appeal, the committee is authorised to make written representation or to elect a member of the committee to attend the hearing.

Wherever possible, a member of the Planning Committee is to be nominated to attend Planning Authority's meeting, as necessary.

7. Review:

These terms of reference are to be reviewed annually.

Role	Purpose of role
Village Hall Committee	To attend meetings of the Village Hall Committee and report back to Parish Council
Kent Association of Local Councils, Ashford Area Committee	To attend meetings of the Ashford Area Committee and the Annual General Meeting of the Association and to report back to the Parish Council
Tree adviser	To undertake weekly inspections of the trees on Parish Council land and to report any issues to the Parish Clerk
Pond adviser	To undertake weekly inspections of the pond and to report any issues to the Parish Clerk
Quarry Field/Reynolds Playing Field	To undertake weekly inspections of the playing field and to report any issues to the Parish Clerk
Aldington Meadows	To undertake weekly inspections of the area and to report any issues to the Parish Clerk
Youth co-ordinator	To liaise with the young people of the Parish and to report back to the Parish Council
Allotments	To undertake as contact point for the allotment holders and to undertake routine inspections of the sites and to report back to the Parish Council
Bus shelters	To undertake weekly inspections of the two bus shelters and to report any issues to the Parish Clerk
Telephone box library	To undertake regular inspections of the library, restocking and removing material as appropriate.
Mowing Supervisors	To review the condition of the grassed areas and to report any issues to the Parish Clerk
Communications	The working group to co-ordinate communication from the Parish Council to the residents. Any posts to be agreed by full Council
Planning Committee	Established to consider and respond to planning applications received by the Council from the Local Planning Authority