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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 12th October 2020 at 7.30pm

Login:-

<https://us02web.zoom.us/j/85617204513?pwd=OHovbXRrcklMeExydjFidnNROUtzdz09>

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 12th October 2020.

- 1. Apologies for Absence.**
- 2. Declarations of Interest.**
- 3. Minutes of the meeting held on 14th September 2020.**
- 4. Planning Committee.**
The draft minutes of the Planning Committee held on 5th October 2020 are attached to this agenda for information.
- 5. Finance:**

Schedule of payments:

Chq No	Payee	Purpose	Amount
1530	Harmer & Sons	Grounds maintenance	£957.90
1531,1532	Staff costs		£2,378.05

& 1533			
1534	Harmer & Sons	Play equipment repair	£86.40
1535	A Baldwin	Reimbursement Wreath	£19.25

6. Budget 2021 / 2022:

Ashford Borough Council have indicated that Parish Councils will need to submit their precept request for the forthcoming financial year by the 11th January 2021. As this is the scheduled date of the Parish Council meeting the Council will be asked to finalise its budget at the December 2020 meeting.

7. Action Plan:

An outline plan is attached as a discussion document from which the priorities will be determined for the next three years in order that appropriate financial resources can be considered.

8. Neighbourhood Plan:

The draft minutes of the recent Neighbourhood Planning Team are appended to this agenda. An update will be given at the meeting.

9. Quarry Field, woodland and pond:

Section 40 of the Natural Environment and Rural Communities Act 2006 places the following biodiversity duty on all public bodies:

“Every public authority must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity”

The duty applies to all local authorities, including parish councils, its purpose is to raise the profile of biodiversity and make it a natural and integral part of policy and decision making.

The Parish Council is currently working with an ecologist in preparing an action plan which will ultimately result in a management plan for the area. This will result in changes to the current way in which the area is maintained and allow for volunteers to get involved in the day to day maintenance and planting of the area,

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, and recommendations from the Royal British Legion.

11. 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.

12. 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.

Early indications from the play equipment company is that the new equipment has a nine week lead time which brings us to the Christmas break, therefore installation will not be before the new year. In the meantime any essential repairs highlighted on the weekly inspection will be carried out in the interests of health and safety.

Minutes of a meeting of the Planning Committee of Aldington and Bonnington Parish Council held on Monday 5th October 2020 online at 7.30 pm.

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held as a virtual meeting.

Present: Councillors: A Baldwin (Chairman), R Boulding, A Bowman, P Kemp, and R Lloyd

In attendance: Peter Setterfield PSLCC, Parish Clerk

1. **Apologies for absence:**

There were no apologies for absence.

2. **Declarations of Interest:**

R Lloyd declared a business contact interest in the application for Old Chestnut House.

3. **Planning application 20/01211/AS – Old Chestnut House, Church Lane, Aldington –** Erection of conservatory (retrospective).

Resolved: To submit no comment.

4. **Planning application 20/01295/AS – Oakdene, Bonnington Road, Bonnington –** Variation of condition 3 on planning permission 20/00696/AS (Change of use of land to residential; proposed side, rear & first floor extensions, detached car barn garage and conversion & extension of existing garage to accommodate a home gym, games room and pool room) to alter the design of the approved garage.

Resolved: to offer no objection to the application.

There being no further business the meeting closed at 7.40pm.

PRIORITY 1/2/3?	Focus	Proposed Action	Implication
Councillor Skills			
	Training & development	All newly appointed Parish Councillors to be enrolled on KALC training asap	New Councillors to be trained appropriately to ensure role and responsibilities are properly understood
Aldington & Bonnington Neighbourhood Plan			
	2020	Jim Boot/ Alison Eardsley Consultants appointed Questionnaire 1 developed and distributed Steering Team agree Vision for the A&BNP Scope of Plan agreed Communication Plan developed. Design Code technical support	Consultancy support to guide and advise hand delivered with confines, posted out to Bonnington and outlying areas due to COVID-19 Print costs? Investigate costs.
	2021	Build the evidence Base	
	2022	Draft the Neighbourhood Plan Consult on First Draft Plan Revise draft Plan	
	2023	Publish Final draft Plan Referendum	
Environmental Management - Quarry Pond			
	Initial Parrot feather & reed mace mechanical removal Annual parrot feather control by village volunteers.	To free up pond space, encourage greater biodiversity and better oxygenation of the water Keep parrot feather under control.	Pond will look bedraggled for a period before replenishing in the Spring Will need a permanent site for deposition of same.

Mechanical control of reed mace (Typha sp) and reed (Phragmites communis).	Prevent open water from being lost.	Every five years minimum.
Mechanical dredging	Prevent open water from being lost by removal of silt.	50% of pond, alternating sides. Must be done in September / October when newts are absent.
Retain existing bare area.	Small plant conservation	Small plants will arrive. E.g. Water plantain (Alisma plantago – aquatica), water mint (Mentha aquatica), hemlock water – dropwort (Oenanthe crocata), bogbean (Menyanthes trifoliata)
Provide additional native plants	To improve overall biodiversity	
Install 2- 3 2 metre posts.	Use by kingfisher and patrolling dragonflies.	need to create concrete base to keep in place
Carry out periodical electrofishing	Reduce fish population.	Important in the context of future drier summers and fish welfare views.
Remove all shrub except for 1 – 2 willows.	Improve light penetration to pond.	
Coppice willows.	Improve light penetration to pond.	Coppice one every five years?
Install water monitoring post	To enable water level to be checked and thus initiate action when pond becomes dry in summer.	need to create concrete base to keep in place
Cut reeds in winter.	Provide additional ecotone and opportunities for additional plants to arrive. Explaining the effects of pond drying and pond management.	Could be done erratically e.g. in years 2, 3, 5, cutting part of reed bed only. Not bulrush! Need to work with M .Newcombe to identify species
Information panel		

Maintain a cut perimeter to football ground but add area of longer grass cut just once a year outside that zone	Improve visual quality and habitat for foraging wildlife.	
Establish wood piles in hedgerow Plant small top fruit orchard.	For all wildlife and especially invertebrates. Habitat for pollinators and visual effect.	Could come from wood thinning's. Old varieties?
Plant hedge with or without one or two possible future standard trees either side of central path.	Windbreak, scenic feature, and wildlife habitat.	would create a green corridor for species to move from one side of the site to another. Would also differential the majority of the sports area from the wildlife area. Needs to be kept low level so as not to create to high a screen and encourage anti-social behaviour.
Cut bramble edges on rotational basis Retain long grass, cut periodically between pond and scrub except for path.	Provide additional ecotones. To aid newt dispersal and to provide more habitat for invertebrates and plants.	Will need detailed plan.
Reduce grass cutting frequency in places. Enhance existing flora Maintain present cutting regime for front part of site.	To increase overall appearance and ecological value Increase pollinators. For notable fungi.	Cutting paths regularly, other places in September, and perhaps one or two every other year. Native species; plugs and seeds. Some modification of edges required.

Provide badger watching hide.	To encourage further use of site.	
Plant 2 – 3 future standard trees in bramble.	Future standard trees.	Would provide long – term habitat enhancement to bramble.
Manage habitat around badger sett	Increase use of sett	Coppicing?

Environmental Management - Quarry Wood

Rotational coppicing	Improve habitat mosaic.	Would leave some standards to grow on for same reason.
	For pollinators and general interest; very dull at the moment.	Could be done with plants or seeds as appropriate. Needs coppicing to happen first. Species could include bluebell (<i>Endymion non – scriptus</i>), primrose (<i>Primula vulgaris</i>) etc.
Enrich ground flora		
Provide coppices / planted scrub	Increase nesting sites for birds and provide greater humidity in wood for fungi.	In addition to existing bramble – dominated scrub.
Stack some coppice arisings around wood.	For invertebrates and fungi.	
Erect bird boxes	To improve availability of nesting sites and enhance environment.	Could this be a school project?
Plant oak (<i>Quercus robur</i>) or wild service tree (<i>Sorbus torminalis</i>) in glade in wood as specimen tree.	To provide future focal point	
Provide at least one seat	Enable particularly older people to enjoy birdsong in spring and summer.	

Reynolds and Aldington Meadows Play areas

Improve equipment and extend appeal to wider age groups

Upgrade Reynolds play equipment as agreed

Claim s106 funding form ABC

Evaluate response to installation of new play equipment in Reynolds area

Review Aldington Meadows Play Area

Teen- appeal

Consult on possible creation of a solid and permanent area for adhoc ball games.

Consider installation of slope or ramps suitable for skateboards or bikes.

Grounds maintenance within village confines.

Gardening Society proposal for more flowers at the War Memorial

Greater visual appeal. Link with school to create connection with younger generation

identify ALL grounds to be maintained by contractor

Annual strimming of pathways

Review Contractor agreement & consider Environmental recommendations.

Cost implications.

Invite 3 companies to tender for grounds maintenance contract.

Gardening Society

Repair of footpath between Walnut Ridge and Roman Road

Repair to Bus shelter on Roman Road

Creation of steps from pavement into Reynolds Field by the Childrens' play area

Will stop wear of grass and increase safety for parents and grandparents

Road safety improvements

Administrative improvements

Efficiency	Increase visibility and availability Identify site and scope cost implications.	
Risk management	Investigate Cloud storage of Parish documents.	Multiple access would reduce reliance on key personnel.
Risk management	create register and location of parish documents Communications Committee to administrate parish website	Central register in known place would reduce reliance on key personnel Broaden skill base and reduce reliance on key personnel

Minutes of a meeting of the Aldington and Bonnington Neighbourhood Planning Team held via Zoom on Monday 28th September 2020 at 6pm.

Present: Cllr L Harman (Chair), Cllr R Boulding, G Bryant, S Garrard, N Hulme, R Lloyd.

In attendance: Peter Setterfield, Parish Clerk and Consultants J Boot and A Eardley

The Chair advised that L Jessup had stood down from the group as she was unable to devote the time needed to the project at the present time.

The Chair welcomed R Lloyd to the group

Apologies for absence: There were no apologies for absence.

1. First review of Questionnaire 1:

Prior to the meeting the Chair had circulated a presentation of the top line statistical information obtained from the questionnaire.

LH summarised: 208 responses from 550 households, each sent 2 paper questionnaires. The survey was conducted online and on paper simultaneously. 2/3 of the returned responses were completed on paper. Some households clearly sent a response from 2 individuals. Some sent just one. Assuming 2 from each household the response represents in the region of a 20% response.

GB stated that the results showed that carefully controlled development that protects the countryside was acceptable and that the age structure of the respondents was broadly in line with the structure at the 2011 Census, it was noted the lack of response from the youngest residents.

LH was disappointed at the lack of response from younger people.

SG expected that the older age group would be the ones who responded and that the the number of responses stating people work at home number may be skewed due to Covid.

NH enquired about the detail of the free script responses.

LH explained that the summary was that generated automatically within the survey platform at present. All text, handwritten into responses was able to be interrogated and SG was investigating best way to do so.

JB (consultant) stated that the response was at a good level and the age range not untypical. He was working on a similar project at Horsmonden and their questionnaire provided a similar age profile. He is working with them and consulting with English Rural on Local Needs Housing.

SG Comments can be tagged to make analysis easier. Also interesting to map where the responses came from to compare between the village centre the outlying areas and Bonnington.

AE(consultant) the older age groups are the ones who tend to fill in this type of questionnaire, the challenge is how do we engage with the younger age group. An engagement strategy needs to be developed.

RL this is a fantastic response the younger age group are negative by nature and ignore this type of engagement when there is no incentivisation. It is important that we get an initial thank you newsletter out with the highlights of the results to show that we are dealing with the information we have been given.

JB (consultant) clearly we will be looking at Design Guides (strong expression of interest in Questionnaire 1 response) We can ask residents to submit pictures of their favourite views etc. for reference. There is a technical support package available from Locality for this aspect.

LH what maps should we be looking at preparing, green spaces, heritage assets, walking/cycling routes?

JB strongly advises the introduction of maps. The purpose of the Neighbourhood Plan is to shape development with the aid of protective policies. Do we have explanation on the website? An FAQ section would be helpful.

2. Next steps.

SG to drill down into the responses that we have received.

LH to propose a communications strategy. To consider a photo competition on favourite views.

LH to investigate creation of maps for the website and future workshops. Highlighting land in PC ownership, Landscape character, heritage buildings, walking/ cycling routes.

JB. To review the summary data and to provide suggestions as to best steps forward. Including the Locality Technical Support Package for a community Design Guide.

The initial results to be published on the website. Thank you and first indication of results to be included in next PC newsletter.

Frequently Asked Questions on Neighbourhood Plans to be placed on website.

Calendar of meetings to be published on website. For the moment, as with PC meetings, all meeting are virtual and will be held via Zoom.

There being no further business the meeting closed at 7.15pm.