



The meeting of Egerton Parish Council was held on Tuesday 7 November 2023  
7.30pm Committee Room, Millennium Hall, Egerton

## Present

Cllrs John Lawton, Peter Rawlinson, Jeff Hopkins, Pat Parr, Claire Foinette, Richard Wall, Graham Howland, and Sonia Young (Clerk).

Borough Councillor Kayleigh Brunger-Randall

Five members of the public were present.

### 1) Apologies

Cllr Simon Palmer and County Councillor Charlie Simkins.

### 2) Declarations of Interest

Cllr Graham Howland: Neighbour to North Field and relative to the owner of G(S)ale Field.

Cllr Pat Parr: Neighbour to the Orchard Nurseries site proposed for development.

Chair John Lawton: Neighbour to North Field

### 3) Minutes of the Previous Meeting – 3<sup>rd</sup> October 2023

The minutes were approved and signed as a true record of proceedings subject to one small amendment.

**Proposed:** Cllr Pat Parr. **Seconded:** Cllr Richard Wall. **All in agreement.**

### 4) Matters Arising from 3<sup>rd</sup> October (not covered by the agenda below)

a) **The George Pub.** A meeting has been held. The start of repairs has been noted; a watch will be kept on progress.

#### b) Emergency Plan

The update of the Egerton Emergency Plan is complete.

#### c) Renewal of fencing around the cricket field

No quotes received from EPFA.

**Action:** Cllr Jeff Hopkins to follow this up.

#### d) Village tidy up – sign cleaning

Chair John Lawton thanked all the Cllrs and the Clerk for undertaking the clean. It was noted that several of the metal fingerposts needed to be sandblasted and repainted.

**Action:** The Clerk to follow up on this in the next financial year.

#### e) Grant towards the installation of rural charging points

No update available.

### 5) Chairman to close the meeting for Public Discussion

Meeting closed at: 19.46pm

Meeting re-opened at: 19.57pm

### 6) Footpaths Report 162 (See Appendix i)

A high stile that should have been lowered was reported by a resident. Cllr Pat Parr has investigated and has been advised that the landowner will make the necessary adjustments.

It was noted that Canham Homes has changed the footpath across the New Field to add in a set of wooden steps and changed the levels from the access gate, thus making the route inaccessible to many users. It was agreed that the original line of the footpath and levels should be maintained.

Cllr Pat Parr will investigate to see if these steps are a temporary or permanent fixture and will take the matter up with KCC and Canham Homes.

**Action:** Cllr John Lawton to draft a letter to Canham Homes, copying in KCC.

## 7) Highways Report (See Appendix ii)

No issues closed.

It was agreed that New Road verges, kerbs and road surfaces are a mess following recent works, with mud washing into and blocking the drain at the junction with Harmers Way – an area already dogged by flooding. It was noted that Canham Homes are ultimately responsible for ensuring the road surfaces remain clean, and works by utility companies that relate to the housing development are carried out cleanly and all areas made good on completion.

**Action:** Chair John Lawton to take the matter up with the ABC enforcement team. Also, to send a letter to County Councillor Charlie Simkins about the uncoordinated road closures that have led to utter confusion about routes in and out of the village. The verges in Stone Hill have been wrecked because the KCC diversion via Pluckley and Mundy Bois Road when New Road was closed for over two weeks did not work as the route took traffic to roads in both Pluckley and Mundy Bois Road that were also closed.

**Action:** Cllr Graham Howland will draft a letter for The Clerk to send to Canham Homes about repair of the kerbs and deploying a gulley sucker to clear the drain and ensuring ongoing road sweeping

## 8) Planning

*Planning applications submitted to Ashford Borough Council this month for Egerton Parish Council to consider, details of which may be accessed online at: [http://www.ashford.gov.uk/online\\_planning/](http://www.ashford.gov.uk/online_planning/). Individuals may also register via the website with ABC to receive alerts of new applications.*

<b>Case Reference</b>	<b>PA/2023/1987</b>
<b>Location</b>	The Barrow House, The Street, TN27 9DJ
<b>Proposal</b>	Part Retrospective. Essential roof repairs, replacement cladding, reduction in height and partial rebuilding of chimney and partial and full replacement of windows with like for like timber single-glazed windows and replacement window surrounds to be partially replaced in like for like timber sills and details.

**EPC view:** Support all urgent and necessary repairs as per the application. It was noted, however, that the application applied for essential roof repairs but that the whole roof had been stripped of tiles.

**Propose:** Support.

**Proposed:** Cllr Richard Wall. **Seconded:** Cllr Claire Foinette. **All in agreement.**

<b>Case Reference</b>	<b>PA/2023/1928</b>
<b>Location</b>	Willowdene, Egerton House Road, TN27 9BN
<b>Proposal</b>	Lawful Development Certificate – existing dwelling which is without any residential occupancy restriction, and which is immune from future enforcement action relating to any residential occupancy restriction.

**EPC view:** Necessary documentation was not available for EPC to properly consider the application.

**Propose:** No comment.

**Proposed:** Cllr Richard Wall. **Seconded:** Cllr Graham Howland. **All in agreement.**

<b>Case Reference</b>	<b>PA/2023/2005</b>
<b>Location</b>	Four Winds, New Road. TN27 9DT
<b>Proposal</b>	Outline application for the erection of detached dwelling and detached garage with all matters reserved apart from access.

**EPC view:** Although a similar application had been refused many years ago, circumstances had now changed. The on-going adjacent development by Canham Homes on a site allocated by ABC put a fresh perspective on the suitability of the Four Winds site. The development of the site and the



creation of its access would also facilitate accessibility to the Orchard Nurseries site, rendering the latter akin to a brownfield site ripe for the development already proposed.

**Propose:** Support as this aided the means of access to the Orchard Nurseries site.

**Proposed:** Chair John Lawton. **Seconded:** Vice chair: Peter Rawlinson. **All in agreement.**

### **8.1 Planning appeal**

The date for the hearing of EPC's challenge to the refusal to allow a Judicial Review of the Planning Inspector's decision to allow the development of housing on North Field, contrary to the Egerton Neighbourhood Plan, has been set for 29<sup>th</sup> November.

## **9) Older People's Accommodation**

The EPC Housing and Development Group met the developer for the Orchard Nurseries site to consider feedback from the ABC Planning Officer. Following this meeting the Developer's Architect would produce a layout and scale more in keeping with the rural nature of the site whilst still aiming to meet as far as practicable the objectives of providing housing suitable for older persons.

The PC recognised it was vital that development should proceed; if not, the windfall of funds for village projects would not be realised and the village would be left with landlocked ground that would become a liability for the parish.

**Chair John Lawton said that other parts of the update were commercially sensitive and proposed to move discussion to closed session.**

**Proposed:** Chair John Lawton **Seconded:** Vice-chair Peter Rawlinson. **All in agreement.**

## **10) Affordable Housing**

KCC Highways has withdrawn its objection following review of evidence submitted as part of the Neighbourhood Plan process.

**Action:** The Clerk to chase a response to its recent letter to Southern Water challenging the utility company's statement that there is ample capacity within Egerton's existing sewerage system to cope with new housing.

## **11) Approval of the EPC Code of Conduct for Members and the EPC Risk**

**Assessment** – both documents circulated prior to the meeting.

**Approval of the Code of Conduct proposed.**

**Proposed:** Chair John Lawton. **Seconded:** Cllr Richard Wall. **All in favour.**

**Approval of the EPC Risk Register proposed.**

**Proposed:** Cllr Claire Foinette. **Seconded:** Cllr Jeff Hopkins. **All in favour.**

## **12) Correspondence**

**Note:** All circulated by email in advance unless marked with a \*

ABC renews pledge in broadband provision. All. 06/10/2023

Kent Wildlife Trust introduce Bison to manage woodland. All. 06/10

KALC news. All. 06/10/2023

Reminder Faversham Neighbourhood Plan consultation. All LT.JC. 06/10

Highways stewards – confirmation by Parish. JL. GH. 6/10

KALC – update on M20 moveable barrier. All. 12/10

ABC Local Plan – timelines. All. 12/10

Kent Police – rural south newsletter. All. 17/10

KALC AGM details. All. 19.10.2023

ABC recycle your electricals project. All. 13.10

KCC highways – winter letter. All. 18.10

Kent Rail Summit Recording. All. 19.10

ABC – update on nutrient mitigation work by ABC. All. 24/10



ABC makes the case for the return of Eurostar service from Ashford. All. 24/10  
 Wealden Wheel – letter to request EPC increase its annual donation in the 24/25 financial year.  
 KALC – forwarding rural police newsletters – all. 31/10  
 Formal request from the Village Hall Committee. All. 31/10/2023  
 Parish Councils climate Action Day 4 Dec. All. 31/10  
 KCC Highways - alert closure Link Hill 8 Dec for 3 days. All. 31/10  
 Age Concern – Christmas events. All. 31/10  
 ABC – more electoral role changes to come. All. 2/11  
 KALC Nov newsletter. All. 2/11  
 KCC Active Travel – consultation on cycling and walking infrastructure plan. All. MR/SM. 2/11  
 ABC update on local private rental landscape. All. 7/11  
 KALC – volunteering survey. All. 7/11

EPC discussed the request from Wealden Wheels to increase its annual donation from £500 to £1,000 in April 2024. It was noted that the donation had in the Covid period been reduced to £500 from £1,000. It was agreed that as there is no longer a bus service for the residents of Egerton it was even more important to maintain this vital transport service.

It was proposed to increase the donation back to the pre Covid level of £1,000

**Proposed:** Vice-chair Peter Rawlinson. **Seconded:** Cllr Jeff Hopkins. **All in agreement.**

**Action:** The clerk to include this additional amount in the precept request for the 2024-24 year.

#### Website

October minutes  
 December agenda

#### Accounts

Expenditure		Cheque No	£
Printer inks	Reimburse S Young	BACS	54.98
123 Reg annual renewal of EPC domain	Reimburse S Young	BACS	28.78
AGAR external audit	Mazars	BACS	504.00
Street cleaning	Jimmy Boyle	BACS	42.34
Clerk Salary – Nov	S Young		1384.80
HMRC			358.43
<b>Total</b>			<b>£2373.33</b>

Income			
Transfer		BACS	5317.20
<b>Total</b>			<b>£5,317.20</b>

**Bank Reconciliation Balance at 31<sup>st</sup> October 2023 = £36,375.06 less unpresented cheques as follows**

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**Actual balance = £36,375.06 at 31<sup>st</sup> October 2023**

#### Accounts for Egerton update magazine

Expenditure			£

<b>Total</b>			<b>£00.00</b>
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<b>Income</b>			
<b>Total</b>			<b>£00.00</b>

**Bank Reconciliation Balance at 31<sup>st</sup> October 2023 £3,101.80** Less un-presented cheques as follows:

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**Actual balance = £3,101.80 at 31<sup>st</sup> October 2023**

**Accounts for Village Projects**

Expenditure		Cheque No	£
<b>Total</b>			

<b>Income</b>			
Interest		BACS	21.24
<b>Total</b>			<b>£21.24</b>

**Bank Reconciliation Balance at 31<sup>st</sup> October 2023 £23,092.47** Less un-presented cheques as follows:

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**Actual balance = £23,092.47 at 31<sup>st</sup> October 2023**

**Village Projects fund**

Pre-school project	3103.88
Esme Slatter woodland	10,000.00
Village Hall	9988.59

**13.1 The accounts to be approved and budget spend to date noted.**

**Proposed:** Vice chair Peter Rawlinson. **Seconded:** Cllr Richard Wall. **All in agreement.**

**13.2 Ratification of the decision taken by email to approve the invoice from Hugo Fox to maintain the EPC website.**

The decision was ratified.

**13.3 Consideration of estimates for the replacement of the cricket steps.**

The Clerk has secured another estimate. No decision made.

**13.4 Consideration of the estimate for the repair of the Village Hall car park**

Proposal to accept the estimate and schedule works for the current financial year.

**Proposed:** Chair John Lawton. **Seconded:** Cllr Claire Foinette. **All in agreement.**

**Action:** The Clerk to confirm with the contractor and ask them to carry out the works as soon as possible, keeping the school, pre-school, hall users, and residents informed of closure dates.

**13.5 Proposal to establish and build a General Reserve as legally required. The reserve to be built over a five-year period to minimise the immediate impact to a level of at least 70% of expected annual expenditure, up to a ceiling of 90%.**

The Clerk confirmed that EPC is legally required to hold £3,000 for a by-election, £5,000 for legal costs and £2,000 for a local referendum.

**It was proposed that EPC work to build a General Reserve as noted.**

**Proposed:** Chair John Lawton. **Seconded:** Cllr Pat Parr. **All in agreement.**



**13.6 Proposal to hold over from the current year budget a sum of 5k to cover extensive tree works required to maintain health and safety on parish lands if not spent by the end of this financial year, and to hold over the 3k maintenance budget as a reserve to pay for the cost of repairs to the village car park if approved works cannot be undertaken within the financial year.**

**Propose to accept.**

**Proposed:** Cllr Graham Howland. **Seconded:** Cllr Jeff Hopkins. **All in agreement.**

**13.7 Proposal to agree the priority projects for the Parish in the next financial year.**

To be discussed at the December meeting

**13.8 Proposal to de-couple the Film Society from the EPC Accounts as from 31<sup>st</sup> March 2023 – the end of the financial year.**

To be discussed at a meeting called by the Computer Centre for all interested parties and to be held in January.

#### **14) Additional items**

- **Update from Cllr Foinette on the installation of heating at the Games Barn and consideration of quotes to paint and repair the exterior of the Games Barn.**  
The heating has been installed. Only one quote received for the painting – another estimate required.
- **Update from Cllr Pat Parr on the recent Village Hall Management Committee meeting and consideration of the request from the Village Hall Management Committee to release funds from the Village Hall Project Fund to pay towards urgent maintenance.**  
The request was considered.  
**Proposal to move the funds from an account managed by EPC to an account managed by the Village Hall Committee and Treasurer. Exact amount TBC.**  
**Proposed:** Cllr Claire Foinette. **Seconded:** Cllr Pat Parr. **All in agreement.**  
**Action.** The Clerk to secure bank details from Treasurer Margie Stevens and organise the transfer.
- **Review of the state of the access road to Egerton treatment works and damage caused by tankers.**  
To be reviewed over time. No action required by EPC.
- **Proposal to start EPC meetings at an earlier time of 7pm.**  
**Proposed:** Chair John Lawton. **Seconded:** Cllr Jeff Hopkins. **All in agreement.**

#### **15) Closed Session**

A closed session was held to discuss commercially confidential information relating to the development of Orchard Nurseries. The minute of the session will be held in a confidential file and approved in a closed session by EPC at the next meeting.

**Meeting closed at 21.45pm**

**Next meeting Tuesday 5 December 2023 at 7pm**

#### **Appendix (i)**

#### **Report Number 162 of the Egerton Footpaths Representative November 2023**

6 *Outstanding Items remain from the October 2023 report.*

1 *Closed Item (item 6)*

2 *New Items*

*The outstanding issues are listed with the KCC Reference, the date reported, the footpath number, the location, the difficulty experienced and the status of action.*

1. PROW 210959063. **10/09/21. AW75 at Heronsdale, Wanden Lane.** Egerton resident complaint of overgrowth (brambles) and fence panel leaning towards the footpath. Status: Still Awaiting Allocation.
2. PROW211126930. **09/11/21. Part of AW87 to the west of the church behind the Glebeland** houses where the path is quite narrow has collapsed due to badger activity. Status: Still Work Scheduled but it is accessible with matting in place until a more permanent solution is found. Status: Still In Progress.
3. **PROW211117086. 21/11/21. AW64 Footpath opposite Egerton House on Greensand Way** in a small, wooded area towards the byway up to Coach Road. Two planks missing/broken on the bridge over a small stream. Status: Still Work Added to Forward Maintenance Plan.
4. PROW230285561. 07/02/23. AW67. Egerton House Road, next to Willowdene, the 'finger' of the fingerpost at the entrance to this footpath has fallen off the post. Status: Still Work Added to Forward Maintenance Plan.
5. **PROW230288567. 07/02/23. AW97. Near Frasers on Barhams Mill Road** fingerpost is leaning into the hedge. Status: Still Work Added to Forward Maintenance Plan.
6. **12/07/23. AW73 at Newland Green Farm.** Access from AW73 Pluckley end onto Newland Green Lane used to be permitted at this farm. Since new occupation this has been closed with gates and a notice. A resident asked if there could be a linking path across the first field. The landowner reported the field in question did not belong to them. Informed the resident of this situation and that the Parish Council could not get involved further as it would be an unofficial change. ISSUE CLOSED.
7. **PROW230732955. 28/07/23. AW96.** Barhams Mill Road, before Frasers, on the right-hand side from Egerton village end. Broken stile at the entrance to the footpath from the road. Status: Still Awaiting Allocation.

#### NEW ISSUES:

1. 19/10/23. AW81 (Greensand Way) at Stone Hill adjoining the 5-bar gate into the Heathcote's field out to Greenhill Lane. Stile too high (reported to KCC in June 2022 under PROW220641396 and marked as "Resolved – Officer Action" in September 2023) In mid-October a resident raised this issue again as being too high plus the plank on the other side had broken right off so is totally unusable now. Inspected it and photo right taken 19/10/23. Email request sent on 17th October to landowner's Manager Alan Higgs to repair.



2. 27/10/23. AW92. New Road – Canham Homes Development. Builders have started to install wooden steps to connect the public right of way footpath at the New Road end of the site and the new path for residents. This leads ramblers/dog walkers out to the orchards and is there because the levels of the field have changed quite markedly from being completely flat from that end of the field to the other at the orchards end. Residents raised this because if the wooden ones are to be permanent, they look slippery in wet weather and have no handrail and it would be appropriate for the builders to install a graded path or put in proper stone steps in.

## Report no. 6 of the Egerton Highways Representative – November 2023

### Summary

Closed Items	0
Open Items	4
New Items	5

### Closed Issues

Reference	Description & Status

### Outstanding Issues

Reference	Description & Status
<b>646549</b>	<b>Egerton House Road near The Coppice – Dip/Depression</b>
Logged	20/07/2022
Status	Works being programmed
<b>706534</b>	<b>Egerton House Road – Blocked Drain/Gully</b>
Logged	March 2023
Status update	Gully scheduled to be cleaned
<b>748541</b>	<b>Multiple Potholes – Link Hill Lane</b>
Logged	Set 2023
Status	Works being programmed
<b>714234/716257</b>	<b>Multiple potholes – Coldbridge Lane</b>
Logged	September 2023
Status	Enquiry attended - more work required





Egerton Parish Council

**New Issues**

<b>Reference</b>	<b>Description &amp; Status</b>
<b>755722</b>	<b>Blocked Drain/Gully – The Street</b>
<b>Logged</b>	October 2023
<b>Status</b>	Enquiry under investigation
<b>756342</b>	<b>Multiple Potholes – Mundy Bois Road</b>
<b>Logged</b>	October 2023
<b>Status</b>	Enquiry under investigation
<b>756370</b>	<b>Signs &amp; Name Plates, Road/Traffic Damaged/Missing – Green Hill Lane/New Road</b>
<b>Logged</b>	October 2023
<b>Status</b>	Enquiry under investigation
<b>756373</b>	<b>Signs &amp; Name Plates, Sign Dirty or Obscured by Veg – Stevens Close</b>
<b>Logged</b>	October 2023
<b>Status</b>	Enquiry under investigation
<b>756369</b>	<b>Multiple Potholes - New Road</b>
<b>Logged</b>	October 2023
<b>Status</b>	Enquiry under investigation