



EYTHORNE PARISH COUNCIL

Minutes of the Meeting of the Council held

on 09 April 2025 at 6.30 pm, Elvington Community Centre

Present: Cllr Wright (Vice Chair), Cllr Wetz, Cllr Morgan-Lovett, Cllr Godfrey, and Cllr Martin.

Also, present: The clerk and 04 members of the public.

04/166/25. Chairmans welcome and opening comments

The Vice Chair welcomed everyone to the meeting, and thanked members of the public for their attendance. The clerk informed the meeting that it was being recorded to assist with the writing up of the draft minutes.

04/167/25 APOLOGIES FOR ABSENCE – Apologies had been received from Cllrs Whitehead, Luckhurst, Hansell and French, due to other commitments. Apologies were noted and accepted by all Cllrs present.

04/168/25. DECLARATION OF MEMBERS INTERESTS

There were no declarations of interest declared.

04/169/25. MINUTES

The minutes from the Council meeting held on the 12 March 2025 had been circulated to Councillors prior to the meeting. **RESOLVED:** The minutes were agreed as a true record, proposed by Cllr Morgan-Lovett and seconded Cllr Martin, and unanimously carried. The minutes were duly signed by the Vice Chairman.

04/170/25 COMPLETED ACTIONS FROM THE MARCH MEETING/OUTSTANDING ACTIONS

The clerk explained that the remaining actions outstanding were to speak to ST about new signage for the play areas.

04/171/25 KCC AND DDC COUNCILLOR AND COMMUNITY WARDEN REPORTS

There were no Cllrs or the Community Warden present at the meeting and no written reports had been received. Cllr Morgan-Lovett noted that she felt it rude that no apologies had been given and thought that this should be raised with the KCC and DDC Cllrs. **Action – the clerk will email the Cllrs from KCC and DDC requesting that they acknowledge the invite and receipt of the agenda and that going forward they send their apologies to the clerk prior to the meeting if they cannot attend.**

04/172/25 PUBLIC CONTRIBUTIONS AND QUESTIONS

A member of the public noted that at the recent visit to Elvington playing fields by an officers from both Stagecoach and Dover District Council, to discuss the non-existent bus services had been well attended by residents. However, there was some criticism at the offices about the time of this meeting being held during the middle of the day, when most residents are at work. The officers did agree with the public comments about the lack of bus services in the villages. The Vice Chair explained that the Parish Council had not received any feedback from this event. The member of the public explained that there was no representation from KCC at this event. The Vice Chair agreed that it would have been useful to have KCC there as they were responsible for the funding of the bus services. The Vice Chair explained that if there

were any further developments about the bus services, it would be put back on to a future agenda.

04/172/25 PLANNING

Applications:

25/00174 Location: Barfrestone Court Farm, Barfrestone Road, Barfrestone, Dover, Kent, CT15 7JJ Proposal: Conversion of barn and attached outbuilding into residential & annex. Works to barn to include Insert first floor structures, staircases and partitioning; Insert new door and window openings to front elevation; Insert metal framed glazing to existing openings; Insert 4no new windows to rear elevation & 3no to side elevation. Replace 2no windows with enlarged openings, insert 3no rooflights; Insert first floor structures, staircases and partitioning to outbuilding. Comments close: 24 April 2025
25/00344 Location: 2 Forge Close Eythorne CT15 4DW Proposal: Erection of a two-storey side extension and single storey rear extension – Comments close: 22 April 2025
25/00326 Location: 2 Valley View, Wigmore Lane, Eythorne, Dover, CT15 4AU Proposal: Erection of games room (Demolition of summer house) – Comments close: 22 April 2025
25/00247 Location: 3 Eythorne Court Barn, Shepherdsweil Road, Eythorne, Dover, Kent CT15 4AD Proposal: Insert 2no ventilation tiles on the rear elevation roof slope – Comments close: 12 April 2025
25/00287 Location: 3 Barfrestone Court Cottages, Barfrestone Road, Barfrestone, Dover, CT15 7JJ Proposal: Outline application for the erection of a dwelling with all matters reserved (self-build) – Comments close: 12 April 2025
22/00717 Location: Falconsview Meadows, Barville Road, Waldershare CT15 5BQ Proposal: Change of use of land to VH Gypsy/Travellers site for 4no. additional pitches, each containing 1no. mobile home, 2no. touring caravan, erection of 2no. amenity buildings, associated parking, hard surfacing, and alterations to existing vehicular access – Permission Granted – 20 March 2024 Proposal to erect a Solar Farm that crosses 2 PROW and runs alongside a Bridle Way – fencing could be an issue – Awaiting Planning Application

Applications commented on under the scheme of delegation - None.

Decisions:

None

The Vice Chair explained that four new planning applications had been received prior to the meeting, as noted above. The Vice Chair noted that the planning committee had met prior to the meeting to discuss these applications.

Application no: 25/00344 - The Vice Chair explained that this house is on the corner of Forge Close, there is currently a single storey extension in situ on the site and the application is to increase this to a two-storey extension. The Vice Chair noted that there had been no negatives comments on the planning portal, and those that had been onto the portal had supported the application but had not left any comments. **Action: It was agreed that the clerk would post a neutral stance on behalf of the Parish Council.**

Application no: 25/00326 – The Vice Chair explained that they are removing a summer house and installing a games room in its place. The Vice Chair noted that it would not affect any of the surrounding properties in terms of blocking light and was really replacing a like for like.

Action: It was agreed that the clerk would post a supportive stance on behalf of the Parish Council.

Application no: 25/00247 – The Vice Chair explained that the insertion of the 02 ventilation tiles on the roof at the rear of the property would not affect the overall outlook to the building.

Action: It was agreed that the clerk would post a supportive stance on behalf of the Parish Council

Application no: - 25/00287 – The Vice Chair explained that this application was an outline application only. There is no indication of how the person wants to build this house, it to be a four-bedroom house to be built on a paddock. There is a concern of how it might look as this will be the first thing that you see as you come into Barfreestone from the Elvington end. It has a PROW adjacent to the land, Kent PROW have no objections, but they have noted that conditions will be attached. The Vice Chair also noted that there was no indication of how this house may look in terms of building materials. The Vice Chair noted that at the planning meeting earlier it was suggested that the Parish Council request a full planning application, because it is difficult to envisage with out full plans. **Action: the clerk will upload object to the outline application and request that a full planning application should be submitted, to judge the scale of the property and the materials to be used.** All Cllrs present agreed unanimously with this action.

The Vice Chair explained that Application No: 22/00717 – Falconsview Meadow – this is still with planning enforcement, but there has been no update recently. The clerk explained that following the joint letter sent to the Chief Exec at DCC, no acknowledgement had been received in response to this letter. Cllr Morgan-Lovett explained that at a recent planning meeting at DDC we were told that DDC do not have to send out acknowledgement notices of letters received or officers’ reports either. She also explained that enforcement cases can take up to two years to complete. There has also been no planning application of the proposed Solar Farm application.

Applications commented on under the scheme of delegation - None.

04/173/25. FINANCE MATTERS AND AUTHORISATION OF PAYMENTS

- a) Authorisation of payments/bank reconciliation, the invoices detailed below were agreed for payment, by all Cllrs present.

Finance Report Payments		
Jo Pannell	Salary (April)	
S Thomson	Salary (April)	
KCC LGPS	Pension April	£380.12
HMRC	National insurance April	£430.28
Clerk	SLCC subscription & 6 x 2 nd stamps	£196.80
Stuart Thomson	Mileage & Expenses	£107.74
Idverde	April grass cutting	£69.92
Hugo Fox	Website	£23.99
KALC	Annual subscription	£859.51
Zurich	Annual Insurance	£1,865.08
Country Tree Cutters	To remove 2 x hedges in Green Lane	£1,250.00
	Total	£7,234.86

All Cllrs present **RESOLVED** to accept the above payments; this was unanimously carried.

- b) The bank reconciliation for March were **RECEIVED** and **RESOLVED** and duly signed by Cllrs.
- c) The Vice Chair explained that KCC Highways would not allow a replacement pole for the Sid in the 20mph the zone on Church Hill. The Vice Chair suggested re-submitting the form for The Street. **Action: the clerk will resubmit the form to KCC.**
- d) It was **RESOLVED** to appoint Mr Kilby as the Internal Auditor for 2024-2025. proposed by Cllr Godfrey and seconded by Cllr Wetz. **Action: the clerk will inform Mr Kilby and drop of the finances during April for the audit.**
- e) It was **RESOLVED** that the clerk can carry over one weeks leave (20 hours) into the 25-26 year and ST 01 day.
- f) It was resolved to accept Iverde quote for the grass cutting for this financial year. **Action: the clerk to confirm with Idverde.** All finance matters were proposed by Cllr Wetz and seconded by Cllr Godfrey and unanimously agreed by all Cllrs present.

04/174/25. Allotments – Cllr Martin noted that all plots are now tenanted. He explained that recently an allotment holder had questioned how vacant plots are allocated, did they go to the next person on the waiting list or an existing allotment holder? It was agreed that they should go to the people on the waiting list. This was unanimously carried. Cllr Martin also explained that some tools at the allotments had been stolen recently but have since been returned. **Action: The clerk will respond to the tenant that asked the question.**

04/175/2025. HIP – Nothing has been heard from KCC about current priorities. **Action: the clerk will nudge Lezanne for an update.**

04/176/2025. PROW – There were no updates noted.

04/177/25. – Play Areas – Cllr Martin has checked the bearings on the air walkers, both are showing signs of corrosion, and it does not look as though they can be repaired, so replacements would need to be purchased. **Action: the air walker issue needs to be added to an autumn agenda for next steps.**

04/178/25. Speedwatch – Cllr Wright made everyone aware that Speedwatch has now re-started the roadside sessions as well as the static unit which is now back in full use.

04/179/25. Councillors' items. ACTION - The Vice Chair asked any Cllrs who would like to undertake training to contact the clerk to book a place. It was agreed that the clerk would contact Sean the vicar to request that a Cllr is present at the next Church Clock maintenance check conducted by Smith of Derby. The Church clock servicing was also discussed. The PC is paying for two services a year, rather than an annual one. **Action: the clerk will email the vicar for a comment on both points.**

- g) Cllr Morgan-Lovett outlined the celebrations planned to mark VE Day on Thursday 08 May 2025, as follows:
 - 08.00 the flag will be raised at the memorial with a reading by Mr Boiston and the laying of wreaths. Cllrs and members of the public are encouraged to attend.
 - 11.00 a mini service to be taken by a vicar (to be confirmed) with a trumpeter playing the last post. **Action - Cllr Morgan-Lovett to ask the vicar if he will say a few words.**
 - 15.00 a cream tea consisting of two scones, jam, cream and tea or coffee free of charge to the first fifty people. Raffle tickets will be issued to claim food and a tea or coffee.
 - At 20.30 the gates will open at the East Kent Railway for fish and chips and tea or coffee to the first hundred attendees. Raffle tickets will be issued to claim food and drink. There will be 1940's music playing.
 - 21.30 lighting of the beacon brasier. Cllr Morgan-Lovett explained that for VJ day, we may be able to apply for KCC Members grant funding to cover this event in terms of refreshments.

A member of the public asked once the fifty raffle tickets had been given will there be more food available for other people to enjoy. Cllr Morgan-Lovett explained that there would be, but this would incur a £5.00 charge. The Vice Chair also explained that a charge would also apply for any extra fish and chips after the one hundred original tickets had been redeemed. It was resolved that the extra £300.00 for the afternoon tea was **RESOLVED**, proposed by Cllr Godfrey, and seconded by Cllr Wetz, all remaining Cllrs agreed unanimously. **Action: the clerk will draft a flyer for the event to go into the notice boards and local shops.**

04/180/25. DATE OF NEXT ANNUAL PARISH ASSEMBLY AND THE ANNUAL PARISH COUNCIL MEETING – Wednesday 14 May 2025 at 18.30 in Elvington Community Centre

The meeting closed at 19.17 pm.

Signed _____ Date: _____

The Chairman: Cllr A Whitehead

Please note these Minutes remain as draft Minutes until the parish council approves them at their next parish council meeting.