

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 20th JANUARY 2015

Present:

Cllrs; C Goble, P Jones, C Norris, K Pilcher, J Shaw, J Stone, G Titman, B Tutt, together with Frederick Scales (District Councillor) and Community Warden Dave Bish.

1. **APOLOGIES:** Cllr: V Hale, Geoff Lymer (County Councillor) and PCSO Gretel May

2. **DECLARATION OF PERSONAL INTERESTS** - None.

3. **PUBLIC ADDRESS TO COUNCILLORS** - None.

4. **MINUTES**

The Minutes of the meeting held on 16th December 2014 were approved and signed by the Chairman, Cllr: Goble, proposed by Cllr: Tutt and seconded by Cllr: Pilcher, with the following amendments to items 6d:

- vi. Salvatori, Preston, Canterbury, their lorry parking to be located outside village had been agreed with the need to build additional houses.
- i. Winter Service “back to black clearing” details to be made available.

5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**

a) **Repair Status of Play Equipment** – report circulated.

- i. Quotes received for refurbishment of all play equipment. Members agreed, for Health and Safety purposes, to proceed with the renovations to the climbing frame and accepted the quotation from Ashley Engineering, using Sutcliffe Play parts, which had been ordered. Work would commence during March.
- ii. Quotes for the fencing to the Petanque Courts and Memorial were also discussed in conjunction with the constraints on the budget. Following a vote, with 6 for and 1 against to accept the quotation of Capel Groundworks, to include 2 self-closing gates to the Petanque area.
- iii. Fund-raising from The Royal Oak maybe forthcoming and a letter of acknowledgement and thanks had been sent.
- iv. Zip-wire corrosion – both Cllrs: Norris and Pilcher had inspected and were in agreement that the contractors should be requested to deal with the issue. An email had been received from Wicksteed that an engineer would be attending to clean, spray and replace shackle to the corroded unit. The name of the manufacturer of the parts was also requested, due to a guarantee query on the parts not being Wicksteeds.

b) **Traffic and Road Improvements/Management Priorities**

- i. 40 mph flashing speed sign solar panel position had been altered, but the unit was still not working. The tree was not causing a problem. Unit now been removed by Kent Highways for further investigation. Members agreed to wait to see if sign repairable before taking further action.
- ii. School to encourage use of Walking Bus Scheme with the introduction on use of scooters as a means to get to school. An issue with the type of surface on Green Lane would be discussed with Kent County Council PROW department in the hope of installing a small pathway to the side of the bridleway. The use of “Community Payback” scheme to be investigated, to include ditch clearance where water lays.
- iii. Advert to be placed in Grapevine requesting assistance for Walking Bus Scheme.

c) **Other** - None.

6. **DELEGATES REPORTS**

a) **Neighbourhood Watch** – *Community Warden/PCSO and/or Cllr: Jones*

- i. Report of Eastern Europeans knocking on residents’ doors, reported to Police.
- ii. Cannon van, parked top of Capel Street – PCSO reported nothing could be done, as the vehicle was not parked illegally.

b) **Village Hall Management Committee** - *VHMC Minutes/Cllr: Stone*
No report.

c) Highways –

- i. Footpath refurbishment (Battle of Britain to Capel Street – north side) completed and an excellent renovation reported. Rake and level top soil still to be completed by Highways. Difference in type of work to south side was owing to type of work undertaken, i.e. complete resurface to north side and slurry seal to south side. No further news on remainder of north footpath (Capel Street to Royal Oak).
- ii. Parking on grass verges still causing concern. Advert to be placed in Grapevine requesting residents do not use verges to park or drive over, due to damage being caused to ground. Kent Highways to be notified of damage accordingly.
- iii. Affinity Water engineers working on B2011, not in connection with any development plans, but a leakage on the main road.

d) District Councillor Scales and/or County Councillor LymerCouncillor Scales reported:

- i. Works being undertaken or considered; Guston roundabout markings and traffic lights York Street, Dover.
- ii. 2015 will see the end to Burlington House. Several major retailers, including Next and Cineworld, have shown interest in site.
- iii. Local Development Plan to be brought before Dover District Council on 28th January.
- iv. Boundary Reviews – changes being investigated further by Cllrs: Stone/Pilcher and District Councillor Scales, to include properties within Capel-le-Ferne, from Battle of Britain Site to Valiant Sailor – both sides of New Dover Road (west), plus others New Dover Road (east).
- v. Dover District reported to be in the top 10 for recycling.
- vi. Change in route and bus shelters will be discussed at Stagecoach/Quality Bus Partnership next meeting.
- vii. New “pilot” gold buses in operation, reports of the WiFi being slow.

e) Other - None7. **CORRESPONDENCE**

- a) Letter regarding lorry parking M20/A20 to be sent to Charlie Elphicke MP and circulated to members.
- b) New Premises Licence for The Wing, Battle of Britain Memorial Trust – agreed by all present with no objections.
- c) Invitations to two Civic Services passed to Chairman for reply.

List of email items received - attached and/or previously forwarded.

Other received:

1. Rural Housing Alliance – Affordable Rural Housing “A practical guide for Parish Councils” booklet.
2. Parkers – Digital Design and Print leaflet.
3. Clerks and Councils Direct magazine.
4. Glasdon street furniture leaflet

8. **DRAFT BUDGET AND FINAL PRECEPT 2015/2016** – circulated.

- a) Grapevine advert charges reviewed for 2015/2016 with the following changes proposed by Cllr: Norris and agreed by all present: £10 to £12; £15 to £18; £20 to £25 and £38 to £40.
- b) Salaries discussed, confirmed and agreed by all present as follows:
Clerk - £4,350 per annum (remaining the same). Litter Clearer - £900 per annum (increase of £20).

Final Budget agreed with above alterations.

Due to expense of fencing and refurbishment of play equipment this financial year, the Clerk reported there would be no monies carried forward from 2014/2015 for future projects. It was agreed other funding/grants would need to be investigated to offset this.

It was proposed to accept option 5 on the ready reckoner for Precept Level i.e. £18,250, following a vote by members present, there were 3 for and 3 against. The Chairman cast his vote in favour of the proposal.

Precept Level for 2015/2016 was therefore agreed at £18,250.00 – i.e. the Total Resource Requirement the budget required.

9. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Tutt, seconded by Cllr: Pilcher and signed by the Chairman, Cllr. Goble and Clerk/Responsible Finance Officer.

MONTH'S INCOME/EXPENSES

BANK BALANCES - DETAILS	B/fwd		C/fwd	NOTES
Bank Account (Reserve) Balance	16,903.44		16,403.44	
Bank Account (Current) Balance	596.48		223.70	
Bank Account (Community Project)	277.94		277.94	
TOTAL	17,777.86		16,905.08	
INCOME - DETAILS			<i>Cheque No: or BACS</i>	NOTES
<u>Payments received and confirmed receipt into Bank Account</u>	INVOICE	VAT		
Mrs P Barr – Returned Cheque 001489 for Christmas Lunch – event cancelled.	15.00			
TOTAL	15.00			
EXPENSES - DETAILS			<i>Cheque No: or BACS/SO/DD</i>	NOTES
<u>Invoices received and Payments to be made</u>	INVOICE	VAT		
Dover District Council – Field Rent	112.50		<i>SO</i>	
Trade UK (Screwfix) – Handy Spreader and Salt Bin	233.32	46.66	<i>DD</i>	
Village Hall Management Committee – Hall Rent	189.00		<i>001490</i>	
Mr D Reed – Litter Clearance January 2015	73.33		<i>001491</i>	
Mrs M Leppard – Salary £293.70 and Expenses £13.39 (Postage £5.39, Memorial planter £8.00)	307.09		<i>DD</i>	
TOTAL	915.24			

10. **PLANNING**

Applications Decided by Sub-Committee

2 Avondale Road – Amended, erection of French doors and balcony to first floor of front elevation and insertion of window to rear. Resolved: Having noted the comments from Dover District Council Planning on the previous application, not sure the reduction in depth of the balcony on this amended application is sufficient to satisfy planning. Maybe a "Juliet Balcony" would be more appropriate bearing in mind the scale of the bungalow. The balcony is not in keeping with adjoining and surrounding properties, also veranda will infringe on other peoples' privacy. There is nothing on the application to change the original decision made by Dover District Council Planning.

Applications Granted

40 Old Dover Road – Erection of single storey side extension to house swimming pool.

Applications Refused

Land fronting Varne Ridge Caravan Park, Old Dover Road – Erection of Peace Statue

11. **MATTERS CONCERNING THE PARISH**

a) Councillors' Comments - None.

b) Approved resolution to discuss any confidential issues in agenda item 13 – Agreed by all present.

12. **DATE OF NEXT MEETING**

Tuesday, 17th February 2015 at 7.30pm.