

DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 16th APRIL 2019

Present:

Cllrs; Greening, Holliday, Lake, Leppard, Pilcher, Shaw and Tutt together with Community Warden Andrew Hawkins, District Councillor Frederick Scales and County Councillor Geoff Lymer.

1. APOLOGIES – None.**2. PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES** - (*Items raised are discussed by Councillors under related entries on Agenda*).

- Potholes Helena Road/New Dover Road. *Action/Resolution: Reporting to Kent Highways.*
- Fly-tipping Courtwood Roundabout. *Action/Resolution: Reporting to Dover District Council.*
- Grapevine Delivery to Caravan Park. *Action/Resolution: Enquiries to be made.*
- Promotion of School requirements. *Action/Resolution: Clerk to make insert larger.*

3. MINUTES OF THE MEETING HELD ON 19th MARCH 2019

The Minutes of the meeting held on 19th March 2019 were approved and signed by the Chairman, Cllr. Keith Pilcher, proposed by Cllr: Tutt, seconded by Cllr: Greening.

4. DECLARATION OF PERSONAL INTERESTS – None.**5. MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA****a) Traffic Management**

Meeting held with Kent Highways – Roundels on Road: 8 planned for Old Dover Road, 10 on New Dover Road and 10 on Capel Street. Waiting map from Highways on positions. *Action/Resolution: Clerk to chase up map and make enquiries for future maintenance of roundels.*

b) Village Questionnaire

Now Community Action Plan. When new Council is formed in May, a working party to be assigned in order to address the Action Plan.

c) Roadside Planters

Action/Resolution: Painting of gates taking place. Notification to be sent to Young's Garden Maintenance to fill boxes with compost. Also, notification to Karl Jeffrey for Hedgehog notices to be attached. Planting can then take place by Sponsors.

d) Other

None.

6. PLANNING**Applications: granted permission by Dover District Council**

- 18/01324 | Change of use and conversion of existing outbuilding to dwelling house, erection of a front extension, new flue to east roof slope, bin store, insertion of roof lights, new windows and doors, 1.8m timber boundary fence with associated parking and vehicular access (existing porch to be demolished) | Swinge Hill Cottage, Hurst Lane, Capel-le-Ferne, CT18 7EZ

Applications: refused permission by Dover District Council

- 19/00041 | Erection of a single dwelling house, creation of parking and associated landscaping | 'The Longview', Land to South of Old Dover Road, Capel-le-Ferne, CT18 7HL

Signed Chairman

Date 21st May 2019

6. **PLANNING continued**

Applications: waiting Dover District Council Decision

- Amended Layout - 18/00819 | Change of use of land to site 26 no. holiday caravans and associated landscaping and access | Land at New Dover Road and Winehouse Lane, Capel-le-Ferne, Folkestone. *Action/Resolution: If approved by Planning Officer, Cllr. Scales had requested this goes to DDC Planning Committee*
- 12/00440 | Outline application (with all matters reserved except access) for the construction of: 1. Up to 521 residential units (Use Class C3) 2. Up to 9,335sqm 90 apartment retirement village (Use Class C2); 3. Up to 730sqm health facility (Use Class D2); together with associated landscaping and ancillary infrastructure and works at Great Farthingloe Farm, Dover; and (with all matters reserved) for: 4. Construction of up to 31 residential units (Use Class C3); and 5. Construction of up to 7,400sqm 130 bed hotel & 150 person conference centre (Use Class C1); together with ancillary infrastructure and works at land at Western Heights, Dover; and 6. Provision of a pedestrian access network to facilitate enhanced recreation access together with associated landscaping and works on land at Great Farthingloe Farm and Western Heights, Dover; and Full application for the conversion of: 1. Thatched barn to pub/restaurant (Use Class A4/A3); 2. Stable block to retail shop (Use Class A1/A2); and 3. Farmhouse to bed & breakfast use (Use Class C1); together with associated landscaping and ancillary infrastructure and works at Great Farthingloe Farm, Dover; and 4. Victoria Hall to provide 9 residential units (Use Class C3); and 5. Drop Redoubt to a Museum/Visitor Centre (Use Class D1) together with associated landscaping and ancillary infrastructure and works at land at Western Heights, Dover. | Site at Western Heights & Farthingloe, Dover
- 19/00255: Raising of roof height to facilitate first floor extension with terrace and balustrade, erection of two storey rear extension, attached garage to side elevation and front porch: Sunny Cottage, Green Lane, Capel Le Ferne, CT18 7HD
- 19/00253: Variation of Condition 10 (external materials) to allow amendments to the exterior finish of planning permission DOV/17/00201 (application under Section 73): Plot C Land Adjacent To Marinka House, Capel Street, Capel Le Ferne, Kent

Applications: waiting Parish Council Decision

None.

7. **DELEGATES' REPORTS**

a) Neighbourhood Watch

- Field at Folkestone end of Old Dover Road with fence down. *Action/Resolution: Clerk to investigate ownership and make further enquiries.*
- No reported crimes from Police.
- Reply to be sent to Dover District Police Crime Safety Unit email on PCSO's duties.
- Investigations underway on prison offender's wood work available.
- 1st Aid sponsorship by Parish Council agreed to be offered to Primary School children. *Action/Resolutions: Agreed by all for two (2) classes: £250. Community Warden to speak to Headteacher.*
- Village clean-up to be organised by Community Warden for May-June.

b) Play equipment

- Wicksteed had completed repairs to Zip-wire and refurbished MUGA goals and posts satisfactorily.
- Upgrading CCTV coverage. *Action/Resolutions: NSL Security to be chased by Andrew Hawkins.*

Signed Chairman

Date 21st May 2019

c) **Highways**

- Parking on grass verges along B2011 at various positions, damaging surface. *Action/Resolutions: Reported to Kent Highways and other Authorities.*
- Reinstatement of ground works continues where Affinity Water have been working.

d) **Public Rights of Way**

- Seasonal cut back of overgrown vegetation on PROWs will be undertaken late June/early July.
- Works to enhance Green Lane (ER252) progressing with cut back of overgrown vegetation, new edging, bollards and surface being installed.

e) **Speed Watch**

- Sessions continue. Thanks to the Team expressed. *Action/Resolutions: Results being notified in Grapevine.*

f) **Capel Cares**

Members expressed gratitude for the KALC Annual Award presented earlier.

g) **Grapevine Newsletter**

- Further enquiries on delivery to Whitecliffs Caravan Park to be investigated.

h) **Village Hall Management Committee**

No report

i) **Training/workshops/seminars**

- Audit Worksop at Lenham.

j) **District Councillor Frederick Scales**

- Amendment to March 2019 Minutes - Council Tax lowest in Kent.
- Fly tipping signs still being pushed for areas affected.
- Thanks expressed to Parish Council for Award and Gift.
- Frederick complimented Councillors for their progressive and confident achievements set up for the future and working closer with Community. It had been a privilege to work with the Parish Council and he felt proud to be part of securing the 99 year lease on the Playing Field with the Parish Council.

County Councillor Geoff Lymer

- Renewal of traffic regulations for layby outside Amin Stores and installation of a central “bell mouth” (similar to that in layby up Dover Hill) to stop HGVs parking there.

k) **Other**

Company enquiry: Provision of dog fouling bag dispenser and bins. *Action/Resolutions: Cost appeared expensive. Agreed by all, dog owners should be providing their own and DDC waste bins provide facility for depositing.*

8. CORRESPONDENCE**Other items received: - List of email items received attached and/or previously forwarded.**

1. KALC & NALC Membership renewal letter.
2. KALC New March 2019 Governance and Accountability for smaller authorities and Summary.
3. Tikspac Dog Fouling Solutions details and costs.
4. Viking – March Sales; Smart Choice & Paper, Ink & Toner brochures.
5. Furniture at Work brochure.
6. Brochure and Invitation, Fly the Red Ensign for Merchant Navy Day – 3rd September 2019

Signed Chairman

Date 21st May 2019

9. CHEQUES and BACS PAYMENTS

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Lake, seconded by Cllr: Greening and agreed by all present.

Signed by the Chairman, Cllr. Pilcher, having been confirmed by Clerk/Responsible Finance Officer.

To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS		Cheque, BACS, DD, SO	BANK A/Cs	Statement No:	Reconciliation
Brought Forward					28,288.36					
HMRC	PAYE	220.20		220.20		R	DD			
Nat West	Interest	2.64			2.64	R	INT			
Viking	Ink Cartridges and Card	61.66	15.42	77.08		R	BACS			
Dover District Council	Grapevine Print	382.92		382.92		R	BACS			
Dover District Council	Playing Field Rent	112.50		112.50		R	SO			
Dover District Council	Precept 2019-2020	37,818.00			37,818.00	R	BACS			
Various: Allard; Streetz2StreetZ; Rees Lighthouse;	Adverts	201.00			201.00	R	BACS			
Village Hall	Rent Surgeries	72.00		72.00			BACS			
Harmer & Sons	Grounds Maintenance	412.50	82.50	495.00			BACS	Cash/Chq in Hand		1.56
Kent Association Local Councils	Subscription	491.52	98.30	589.82			BACS	Reserve A/c	241	54,432.63
Battle Britain Trust	Memorial Day	100.00		100.00			Q 1556	Current	866	354.68
Wicksteed Leisure	Renovations & Repairs	3941.00	788.2	4729.20			BACS	Project	22	10,728.43
Staff	Salaries	516.30		516.30			BACS			65,517.30
Staff Expenses	Broadband & Energy	18.00		18.00			BACS			
Staff Expenses	Awards: Frames, Flowers, Gift Vouchers, Thank You Cards, Ink Cartridges,	271.34		271.34			BACS	Less Un-Reconciled		6,791.66
				7,584.36	66,310.00					
					58,725.64					58,725.64

Project	10,728.43
Other	47,997.21
TOTAL	58,725.64

10. MATTERS CONCERNING THE PARISH**a) Councillors' comments**

- Contributions of items for School had proved successful with several bags already delivered. *Action/Resolutions: Insert to be repeated in a larger form in next newsletter. Cash donation to be discussed further at next meeting when Cllr: Holliday had found out needs/project of School and reported back.*
- New building, junction Clarence Road/New Dover Road, contractors' vehicles parking on B2011 causing obstructions.
- Cllr: Tutt thanked Council for Award and Gift. He will keep in touch regarding Highway Roundels. He will attend meetings and see him in the audience occasionally.

b) Approve resolution to discuss any confidential issues in agenda item 12.

Cllr: Lake requested point to be discussed under confidential agenda item 12.

11. DATE OF NEXT MEETING – Tuesday, 21st May 2019 at 7.30pm.**12. CONFIDENTIAL ITEMS Recorded under separate cover.**

Signed Chairman

Date 21st May 2019