

CAPEL-LE-FERNE PARISH COUNCIL

Clerk to the Council
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THE ANNUAL PARISH MEETING WILL BE HELD ON

TUESDAY, 21st APRIL 2015, AT 7.30PM

AT THE VILLAGE HALL, LANCASTER AVENUE, CAPEL-LE-FERNE

AGENDA

1. To APPROVE Annual Parish Minutes of the meeting held on 15th April 2014 (*draft attached*)
2. To DISCUSS matters arising from minutes not covered elsewhere on agenda
3. To RECEIVE Chairman's report 2014/2015
4. To RECEIVE and DISCUSS any other business
5. To CONFIRM date of next Annual Parish Meeting (*19th April 2016*)

A NORMAL MEETING OF THE PARISH COUNCIL WILL FOLLOW

AGENDA

1. To RECEIVE Apologies for absence
2. To DECLARE any personal interests in items on Agenda
3. To RECEIVE any Public Address to Councillors (*10-15 minutes*)
4. To APPROVE Minutes of the meeting held on 17th March 2015 (*draft attached*)
5. To DISCUSS matters arising from minutes not covered elsewhere on agenda
 - a) *Repair/Renovation Status of Play Equipment and Fencing (Cllr. Pilcher)*
 - b) *Playing Field Lighting*
 - c) *Litter bins from DDC*
 - d) *Land Development - South of New Dover Road (feedback received attached)*
 - e) *Traffic and Road Improvements/Management*
 - i. *6th September Traffic One-way System Garage Safari (Cllr: Scales)*
 - ii. *HGV Overnight parking Old Dover Road (Cllr: Scales)*
6. To RECEIVE Delegates and other sub-committee reports not covered elsewhere on agenda
 - a) *Neighbourhood Watch - (Cllr: Jones/Community Warden/PCSO)*
 - b) *Village Hall Management Committee - (report attached Cllr: Stone)*
 - c) *Highways - (Cllr: Tutt) and Public Rights of Way - (Clerk/Cllr: Hale)*
 - d) *Annual Playing Field Event 2015 - (Cllr: Pilcher/Stone)*
 - e) *District Councillor Scales and/or County Councillor Geoff Lymer*
 - f) *Other*
7. To RECEIVE and DISCUSS Correspondence
 - a) *KALC Training Workshop - Neighbourhood Planning (report attached)*
 - b) *KALC Training Workshop - Towards Greater Transparency (report attached)*
 - c) *Elections - Thursday, 7th May 2015*
 - d) *Other*
8. To APPROVE and AUTHORISE - BACS payments and SIGN Cheques
9. To RECEIVE and DISCUSS Planning Applications
10. To RECEIVE and DISCUSS any other business concerning the Parish
 - a) *Councillors' comments*
 - b) *Approve resolution to discuss any confidential issues in agenda item 12*
11. To CONFIRM date of next meeting - (*Tuesday, 19th May 2015*)
12. To RECEIVE and DISCUSS any confidential items

LIST OF PROCEEDINGS (UNCOMPLETED)

1. Speeding issue on the B2011 and traffic management - (*Sub-committee*)
2. Stagecoach Bus Service Routes and Shelter - (*Waiting District Councillor Scales input*)
3. Planning: Satmar and White Cliffs Café, B2011 - (*Waiting DDC Enforcement Officer input*)
4. St Mary's Churchyard - (*Waiting Parochial Church Council decision*)
5. Fencing Memorial and Petanque - (*Waiting installation*)
6. Refurbish and replace existing junior play equipment - (*Cllr: Norris and Cllr: Pilcher*)

Signed (*Parish Clerk*). 14 April 2015

DRAFT MINUTES OF THE ANNUAL PARISH MEETING

HELD ON 15th APRIL 2014

PRESENT: Cllrs; C Goble, V Hale, P Jones, C Norris, K Pilcher, J Stone, G Titman and B Tutt, together with Geoff Lymer (County Councillor) and Frederick Scales (District Councillor).

APOLOGIES: PCSO Gretel May, Community Warden Dave Bish and Lynn Brisley (DDC Community Engagement Officer).

1. **MINUTES**

The Minutes of the last Annual Parish Meeting held on 16th April 2013 were approved as a correct record and signed by the Cllr: Goble Chairman. Proposed by Cllr: Stone and Cllr. Tutt.

2. **MATTERS ARISING** None

3. **CHAIRMAN'S REPORT**

Cllr Goble (Chairman) gave his report for the year 2013/2014 to the meeting. (Attached)

4. **ANY OTHER BUSINESS** None.

Thanks were expressed to Clive Goble for his services as Chairman during the year.

5. **DATE OF NEXT ANNUAL PARISH MEETING**

This was confirmed as Tuesday, 21st April 2015.

Capel-le-Ferne Parish Council - Chairman's Report 2013/2014

There must be a number of senior citizens in Capel who can look back to a time a hundred years ago when their grandfathers left these shores to take part in the Great War, many never to return.

This 100th anniversary of the start of World War I, we in Capel would like to play our part in remembering the husbands, sons, loved ones and friends who made the ultimate sacrifice in the 1914/18 conflict. The Council have decided to place a memorial plaque near the village hall, with names of people associated with the village, who gave their lives in those terrible years that they may never be forgotten.

Last year in February we put Capel-le-Ferne firmly on the map by winning a national UK Award from the "Fields in Trust", for the best village recreation development in the country. This was due to the hard work of our "Community Project Group", Cherry Leppard, Maureen Leppard, Keith Pilcher, Frederick Scales, James Sheridan and Jayne Stone, and we shall be eternally grateful for the enthusiastic effort and support by Lynn Brisley, the Community Development Officer from Dover District Council. We hope very soon to see the completion of the project with the installation of the young peoples' Zip-wire and the older persons' Petanque Court. We will then be able to take on all comers from France!!!!

The Council is very conscious of the speed vehicles are travelling through the village. This is why members of the Council and some resident volunteers have been trained in the Police Speed Watch Scheme. We and the Police have been very impressed with the results. Another major project in the village is that of Neighbourhood Watch. Councillor Phil Jones is eager to hear from anyone who has any good idea for the security and welfare of the residents – "A safer village is a happy village".

We were sorry to lose the services of Madeleine Thomas, as a Councillor. She has for a number of years been a stalwart member of the Council and we thank her whole heartedly for all the selfless effort and time she had devoted to the village. A welcome to our two new Councillors, Vivien and Gemma, there will be lots of work for you both in the years ahead. Good luck!

There is still a place on the Parish Council for a person with a little time to spare to help with the running of the village. If you are that way inclined, why not give it a go?

My thanks go out to all the parishioners who give their time and effort in making the village such a lovely place to live. Young families and older folks make such a complete community.

Our village offers so many events and activities that we hope we have something for everyone, far too many to mention, but then the Grapevine says it all.

My grateful thanks to my fellow Councillors on the Council, still doing sterling work; Brian with his potholes, Keith with his swings and slides, Phil and his security and Jayne with her summer event – thanks to them all, none more so than Maureen (our e-mail Queen) who makes sure everyone knows what they should be doing.

I have just heard that our Vice-Chairman, Chris, has completed the London Marathon on Sunday, well done Chris, the charity he was running for was Demelza House.

I wish everyone in the village a happy and peaceful year and look forward to seeing everyone at our summer event in June.

Clive Goble, Chairman, Capel-le-Ferne Parish Council.

DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th MARCH 2015

Present:

Cllrs; V Hale, P Jones, C Norris, K Pilcher, J Shaw, G Titman, B Tutt, together with Frederick Scales (District Councillor) and PCSO Gretel May.

1. **APOLOGIES:** Cllrs: C Goble, J Stone, Geoff Lymer (County Councillor) and Dave Bish (Community Warden).

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

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

4. **MINUTES**

The Minutes of the meeting held on 17th February 2015 were approved and signed by the Vice-Chairman, Cllr: Norris, proposed by Cllr: Titman and seconded by Cllr: Hale.

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

a) Repair Status of Play Equipment

- i. Incorrect parts sent by Sutcliffe Play resulting in a further two months wait. Ashley Engineering delayed to carry out works by two weeks. Works would be commenced and invoiced accordingly.
- ii. Cross Trainer gym equipment requires attention and enquiry to be made regarding maintenance plan.
- iii. Skate-park screws still missing – Clerk to chase Company.
- iv. Fencing installation to commence 6th April.

b) Playing Field Lighting

Diffuser shades installed fitted wrong way round. Clerk to contact Dover District Council to change.

c) Litter Bins

Provision of new bins - waiting reply from Waste Division of Dover District Council.

d) Traffic and Road Improvements/Management Priorities

- i. 6th September Traffic One-way System Garage Safari – one way system discussed with Kent Highways. Cllr: Scales reported it could be expensive for a temporary traffic order. Other forms of traffic control could be informal “no entry order and signs” approved by Kent County Council and in conjunction with Battle of Britain Memorial Trust. Cllr: Scales to continue investigations. Cllr: Tutt to email Cllr: Scales with a traffic flow plan.
- ii. HGV Overnight parking Old Dover Road - Moving width restriction signs to be pursued further by Cllr: Scales.
- iii. KCC 20mph limits and zones – Cllr: Scales report Kent County Council information, under “well-being budget”, identified 20mph scheme in Capel Street.
- iv. Traffic Analysis – (attached report Cllr: Stone) – for use in future as proof of traffic count. Speedwatch training still being considered when a working machine to hand.

6. **DELEGATES REPORTS**

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

Vandalism to Bus Shelter and Telephone box reported and a burglary in Lancaster Avenue.

b) Village Hall Management Committee - *VHMC Minutes/Cllr: Stone.*

Report circulated. Cllrs: Norris and Tutt to organise moving of salt bag from grass verge to tarmac area in car park.

c) Highways – *Cllr: Tutt.*

- Closure of Old Dover Road for highway work.
- Reinstatement of grass verges following gas mains installation works on-going.
- Weight restriction sign, junction Old/New Dover Road, waiting Kent Highways attention.
- Green Lane footpath waiting Kent PROW attention.
- Horse fouling on bridleways.
- Bridleway deep trenches adjacent to farmers’ land. Cllr: Scales to make further enquiries.
- Footpath Cauldham Close/Lane to Capel Street still under investigation with Cllr: Lymer scoping plan.
- Trees in Green Lane behind Elizabeth Drive.

6. **DELEGATES REPORTS continued**

d) **Annual Playing Field Event 2015**

Report circulated. Events and organisation continues, with family events being sought of a dog show, petanque competition, pets' corner, face painting and refreshments. Charge for events will be made. Live Music will be available in the evening.

To encourage attendance, better advertising of the event was suggested.

Any further ideas, contact Cllr: Pilcher or Stone.

An amount of £200 was proposed by Cllr: Hale and seconded by Cllr: Shaw and agreed by all present, as an amount in advance to be made available for expenses.

Help on the day was requested.

e) **District Councillor Scales and/or County Councillor Lymer Councillor Scales reported:**

- i. Planning concerns reported on 9 Clarence Road, investigated and agreed by District Council Planning Authority.
- ii. Comments made on 85 Capel Street application would be dealt with by conditions placed on any permission agreed by District Council Planning Authority.
- iii. Speedwatch Scheme – Cllr: Scales would like to see this enhanced in the village, but appreciates problems with equipment requires attention first.

f) **Other** - None

7. **CORRESPONDENCE**

a) **Land Development - South of New Dover Road.**

Cllr: Scales reported a request of Planning Authority deadline can be requested if required.

Developers, Jarvis Homes, Open Event and presentation of proposed development booked for Thursday, 26th March, from 2pm – 7pm.

Clerk requested help with setting up the small hall from 1pm, with tables and chairs.

Posters and leaflets will be made available to notify event and Councillors agreed to deliver these. Meet at Clerk's house on Monday morning to organise and collect accordingly.

Councillors would attend event at various times to collect residents' feedback from the presentation for a basis to Parish Council response, which will be sent to Jarvis Homes.

b) **KALC Training Workshops**

Two (2) places booked for the New Councillors Induction workshop in June.

Two members Cllrs: Tutt and Pilcher attending workshop on Neighbourhood Planning.

Clerk would be attending workshop on The Local Audit and Accountability Act 2014, Towards Greater Transparency.

c) **Action with Communities in Rural Kent Membership**

Agreement reached, by those present, not to renew this and to stop forwarding the email notifications.

d) **Other: Road Closure – Old Dover Road; Kent Funding Fair; Police Parish Forum; Opening The Wing and Scramble Experience; Mobile police Station;**

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

Other received:

1. Kent Downs AONB Management Plan 2014 – 2019
2. Wicksteed Playscape brochure and dvd
3. Hags Play Equipment leaflet
4. Action Play and Leisure leaflet
5. Clerks and Councils Direct magazine March 2015
6. Chairman Dover District Council Civic Service Order of Service (27th February 2015)

8. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Pilcher, seconded by Cllr: Norris 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	16,004.19		15,505.47	
Bank Account (Current) Balance	577.30		854.95	
Bank Account (Community Project)	277.94		277.94	
TOTAL	16,859.43		16,638.36	
INCOME - DETAILS				NOTES
<u>Payments received and confirmed receipt into Bank Account</u>	INVOICE	VAT	<i>Cheque No: or BACS</i>	
TOTAL				
EXPENSES - DETAILS				NOTES
<u>Invoices received and Payments to be made</u>	INVOICE	VAT	<i>Cheque No: or BACS/SO/D D</i>	
Kent Association Local Councils – Training (Audit Workshop, 2 x New Councillors Induction)	75.00		<i>Cheq:1494</i>	
Dover District Council – Grapevine Printing	373.02		<i>DD</i>	
Village Hall Management Committee – Rent (Planning Open Day)	32.25		<i>Cheq:1495</i>	
Viking – Stationary (Paper, Ink cartridges, Laminating pouches)	65.85	13.17	<i>DD</i>	
Battle of Britain memorial Trust – 75 th Anniversary Memorial Day (July)	100.00		<i>Cheq:1496</i>	
Mr D Reed – Litter Clearance March	73.33		<i>DD</i>	
Mrs M Leppard – Salary	293.50		<i>DD</i>	
TOTAL	1012.95	13.17		

9. **PLANNING****Applications Decided by Sub-Committee**

85, Capel Street – **Erection** of side and rear extensions, alterations to roof to facilitate loft conversion, alterations to vehicular access (widening) and creation of parking to front (existing garage to be demolished).

The Parish Council have made the following comments and would draw the Planning Authority's attention to the following points:

- The proposed extension adds a significant percentage to the current property.
- Proposed roof and windows may infringe the privacy of adjoining and surrounding properties. Loft conversion disrupts the existing roof lines and therefore, would not propose the existing roof be raised any higher than the existing roof height. A condition required to confirm that there are no intentions to raise the roof height which, would not be in keeping with adjoining and surrounding properties.
- Concern with the 1st floor dressing room being encased with grey powder coated aluminium panel on new extension, would suggest not in keeping with surroundings.
- Obscure/frosted glazing may be needed in roof lights to protect privacy of neighbouring properties.
- The depth of the building may be detrimental to neighbouring properties.
- Concerns that a four bedroom house only has parking for 2 cars in a road where on-street parking is extremely limited. The parking space for cars may need to be deeper than indicated on the plan.
- Widening of drive will or could require removing retaining wall adjacent to property to enable parking bay. This will or could affect stabilisation to property.
- Lack of visibility is limited with this proposal when exiting from property onto Capel Street. An increase to sight lines when exiting from proposed driveway required, as Capel Street is a busy road.
- No indications as to surface water from parking bay to flow on to Capel Street. On site facilities required.

9. **PLANNING continued**

9 Clarence Road - Erection of a detached dwelling and construction of a vehicular access (existing garage to be demolished). Capel-le-Ferne Parish Council would make the following observations and comments to the Planning Authority;

- The proposed development would appear to not be in keeping with adjoining property, although another development was given similar approval in nearby vicinity. On the basis of this being a new build, it was not part of the three sites recently approved for development and therefore, this area was not identified on the recent Land Allocations Local Plan.
- The Site Location and Block Plan is not a true representation of the proposal put forward - the proposal is of larger size. Attention to this should be made by the Planning Authority to ascertain as to the effect of this proposal to neighbouring privacy.
- The design is a 1½ storey house, with the upper storey being bedrooms, so would imply that the full floor space is of standing height. Roofline should remain in line with, or lower than the current buildings. The Planning Authority to confirm that the space is adequate.
- Concerns are expressed about the proposed vehicular exit to the busy B2011, so near to the junction of Clarence Road and the white crosshatching on the main B2011 (New Dover Road) and the removal of a great deal of greenery. With the new access/exit too close to Clarence Road, any following traffic could be confused by any indications on turning. Preference for exit/access should not be onto existing B2011 (New Dover Road). Any new access will require protection to underground plant, i.e. water, gas, electricity, phone, by being placed in ducting or concrete. Commercial traffic for the proposed development will have to stop/park on B2011 and could cause damage to grass verge. Granite kerbing to be maintained.
- It would appear there is insufficient parking space for a 4 bedroomed house, where on-street parking is restricted. The turning space at the front parking/turning area needs to be easily accessible to any car that is parked on the drive, so as to allow them to turn easily and leave the site, onto the main highway, in a forward gear. From looking at the drawing, it lacks turn around for other vehicles, therefore it cannot be established, that if a second car was parked next to the first, that the turning space would not be blocked. Planning Authority to determine the sizing and aspect ratio details of what space would work in area.
- If the new build was positioned closer to New Dover Road the boundary could be repositioned to improve the rear garden space to 9 St Clarence Road and improve sight lines.
- Design and access statement has inaccuracies in item 7 and 8 in that; medical, library, secondary education facilities and train station are not within walking distances, particularly in a village with a high proportion of elderly residents.

Applications Refused

71A Old Dover Road – erection of an attached garage.

10. **MATTERS CONCERNING THE PARISH**

a) Councillors' Comments

- i. Vandalism to telephone box opposite Amin's Store to be reported to BT by Clerk.
- ii. Flower boxes to be filled by Cllrs: Jones and Pilcher.
- iii. Battle of Britain Memorial Trust closure of side access – further enquiries to be made.
***Following meeting, Clerk had been informed by the Site Manager, Jules Gomez, "this entrance had been closed for security reasons to stop "off-road" vehicles accessing the site. However, there was no problem with dog walkers using the main entrance gate, which is always open, but to please be considerate and keep the Site clear of dog fouling".*

b) Approved resolution to discuss any confidential issues in agenda item 13 – None.

11. **DATE OF NEXT MEETING (Annual Parish Meeting)**

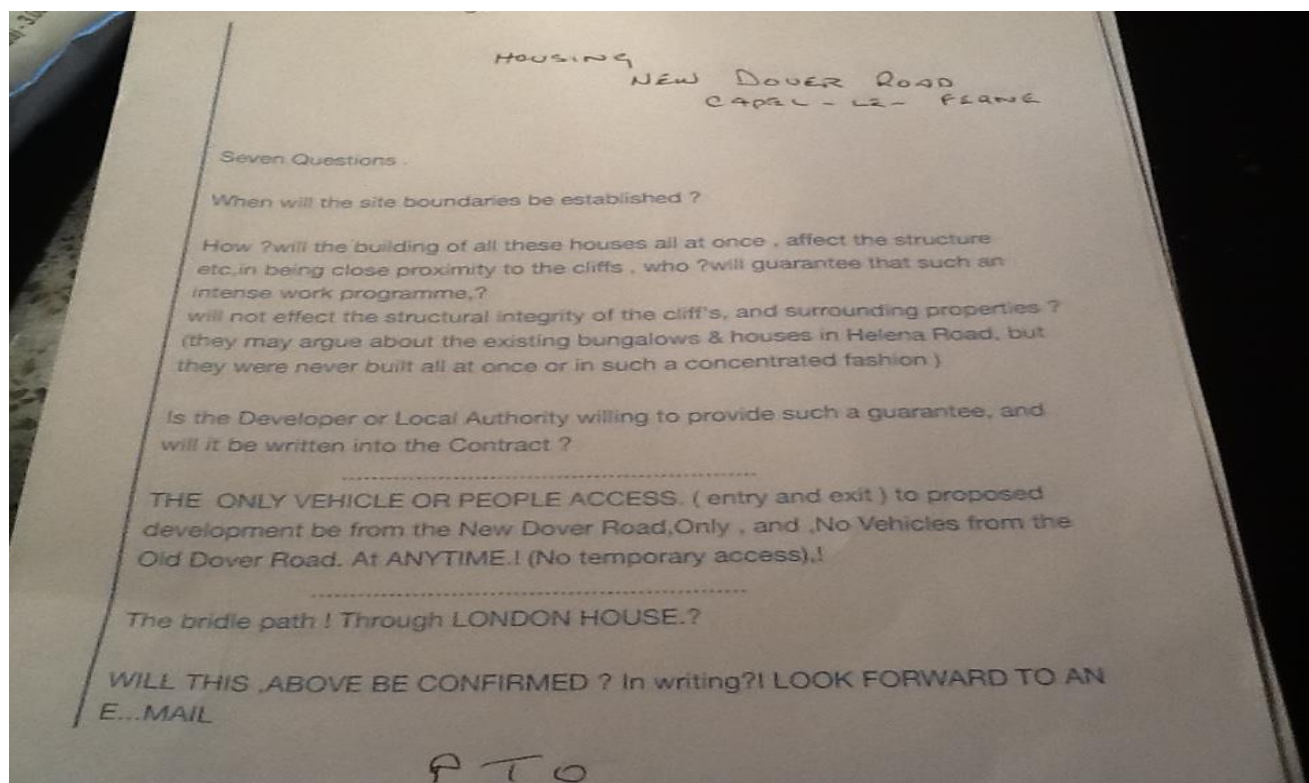
Tuesday, 21st April 2015 at 7.30pm.

12. **CONFIDENTIAL ITEMS**

None

FEEDBACK REPORT – LAND SOUTH OF NEW DOVER ROAD

- I'm a new resident to Capel, moving into our home late 2013. I'm sure you are aware that parking is already an issue this end and grass verges are looking rather worn etc. I would have concerns that a new development will mean an increase in cars at this end. I know parking is always put into new developments but it never is normally enough based on families often having multiple cars now days. Thanks again
- As you are aware I am against ALL developments of this size in Capel, but recognise that no matter what it will now happen. But as you know communication is all important with residents and the current work has not been communicated with the local residents. Am I right?
- I recognise that no applications have been made so far. However, it is a concern that heavy contracting gear is being used to clear the site of woodland and scrub this affecting wildlife in the vicinity, peace and quiet of the neighbouring properties etc. One question I would like answered, is if it is the owner of the land or a prospective purchaser of the land of the land the right to do this type of work without approval. Plus, I am sure the local residents would have liked the opportunity to have been informed before the work started and a chance to make their objections. This is not your problem, but I do think the Parish Council should have been consulted prior to this activity.
- Many of us are very concerned that although the Local Area Plan showed about 50% of the block being able to be developed, the trees have been cleared from about 80% of the land, despite the requirement for a screen to be in place between the development and Old Dover Road. This makes it look like the developer intends to develop far closer to Old Dover Road than the plan provided for. We would be very interested to see if this is the case by looking at their plans, but we're away on holiday. Maybe these things should be brought to their attention at the next site meeting.
- I do understand it is necessary that existing services on the proposed site, need investigating. With the site envelope, should there not be a member of the District Council or what other Agency be Monitoring the operation / to establish extent of boundaries for site clearance? Did the Contractor notify the property owners in Helena Road, that work on site clearance was due to start ,(having not bothered to notify the Parish Council) can only image answer. Normally Contractors out of courtesy notify both the owners and Parish Council that work was due to start. The contractor not satisfied with access to site from New Dover Road, now has gained access the Old Dover Road adjacent to bridle path and London House, for track vehicle.



- Just to let you know they have started clearing the site between Helena Road and Capel Court Caravan Park, big digger working from New Dover Road end, the beginning of the end of Capel as we know it! Are you aware? Or has council, just over-riding?

FEEDBACK REPORT – LAND SOUTH OF NEW DOVER ROAD

- And it's going to get worse! This bridle path is THROUGH London House they cut the best trees along path and left SCRAGGLE??? Again! Was this intended? A memory of what a mess!!!!!!????? That took a lifetime to create (I see all the agencies have advised them!).
- If you read the blurb again, (see page 93 highlighted paragraph) the boundaries of plot has not been determined which will include depth, what agencies will decide that? Wonder if whoever organised the clearing of the plot had the good manners to notify the Helena Road houses which back on to the bridal path? It really is strange that they did not notify the Parish Council prior to starting work. They will go halfway in from new Dover Road?! Read the blurb from the council, interestingly both bits of land have a good few conditions, plus Southern Water sewers running across both of them which will have to be addressed, before final planning approval can be given. They may have jumped the gun a bit with Helena Road site clearance, will just have to wait and see, having said that they have been careful to leave the immediate trees adjacent to the New Dover Road as laid down in the council blurb, all remains to be seen how far back they will be allowed to proceed, which has not been clearly defined in the council blurb.... Look at p93? I find it strange that the parish council, are not aware of what is going on!
- How deep are they meant to clear? Who is overseeing this?
Who is meant to check on this? On parish council? Have the land boundaries been checked?
What of the nesting of young birds etc.
Is it just left, to the council, to clear, and hit, and clear!? Bang. Bang, Bang. And gone!
Without warning you?! Or. Residents in locality?
- This is an open letter to express my concerns about the proposed 'Grasslands' development on the land to the south of New Dover Road between Capel Court Caravan Park and Helena Road, Capel le Ferne. My comments and concerns are addressed to a number of agencies and organisations and I would like them to be taken in to consideration and addressed. The planned development is a very generic housing estate not in keeping with the area. 40 plus ugly two-storey weather boarded houses in an Area of Outstanding Natural Beauty where the majority of properties in the surrounding area are bungalows.
I am concerned about the positioning of some of the properties and there angle to the predominant weather / wind condition. Has any wind modeling taken place to determine the wind tunneling effect on the surrounding area and properties?
A very major concern I have is the positioning of the vehicle entrance and exit on the New Dover Road. This is placed on a blind bend on a stretch of road where the National Speed Limit applies. On a clear day making this turn would be putting people in danger but as the majority of local people know the weather conditions can turn from clear and sunny to foggy and murky in a matter of minutes, making this manouver even more dangerous. Capel isn't known as 'The village in the clouds' for nothing. Children will also need to cross this road to get to the local school. Two accidents have happened on this stretch of road in the last week one right outside where the planned entrance is to be. Can the local infrastructure cope? The majority of the planned development is for three and four bed houses. For instance is there room at the local school for an influx of children? What about drainage, healthcare and policing for instance? What about parking? The majority of these properties are likely to have more than one car. Where will they park? Will they be spilling out to park on the grass verges? This is already a major concern and mentioned frequently by the Parish Council.
At the consultation we were advised that a small amount of the planned dwelling would be affordable 2 bed properties but that at present no Housing Association was interested in purchasing them. There does not appear to have been any thought of putting a scheme in place for local first time buyers to stay in the area where they grew up. The majority of trees that grew in the area have already been removed which has already ruined the local habitat for many species including birds and orchids. The plan is to remove the remaining scrub and to strip the nutrient enriched layer of topsoil to reveal a chalky subsoil. Is this wise? What effect will there be to the Area of Outstanding Beauty? Will it help or hinder? The cliff in this area is already prone to land slips and the Old Dover Road is showing signs of subsidence. Any remaining plants and seeds of indigenous species will be lost. The planting of evasive species by landscapers and new householders could also have an effect on the Warren Costal Park.
I would like to add that the member of the Jarvis Homes team who I spoke to at the Public Consultation who was a member of the Jarvis family was very insulting. Not only did he admit to never having visited Capel before but said, "They are all 1930's bungalow up here who wants to live in one of them?" Well I do, that's why I live here and I expect a lot of other people do as well or we wouldn't have a thriving village community they want to build in. If I wanted to live in Hawkinge or another similar housing development I would.

FEEDBACK REPORT – LAND SOUTH OF NEW DOVER ROAD
Jarvis Homes Proposal

Some point which we may wish to be included in our response.

- Inclusion of a slip way for Folkestone bound traffic entering the site
- 40mph speed limit move back to either Courtwood roundabout or Winehouse Lane
- The proposed 4 bed properties to the west of the site will invade the privacy of the tenants of Capel Court caravan park
- In the preamble to Policy LA 24 it mentions: the developable portion of the site amounts to 1.42ha. As the total area of the site is 3ha, 1.42ha means that less than 50% of the site should be developed. This is certainly not the impression given by the developers.
- Disregards of Policy LA 24 with regard to:-
 1. **Sensitive design with regard to height in order to ensure the development does not have an adverse impact on the AONB and countryside.**
 2. **A landscape buffer of planting is created along the southern boundary.**
 3. **Vehicular access is achieved from the New Dover Road which is designed to minimise the loss of existing trees and vegetation, in order to screen the site from the adjacent AONB located to the north of the site**
- The 4 bed properties do not comply with item 1 above
- A landscape buffer as described in item 2 will do nothing to mask to 4 bed properties proposed to flank the southern aspect of the site
- Most of the existing trees and vegetation have been removed from the north of the site

Comments made by residents at Jarvis homes presentation March 2015

- ❖ Village needs a doctors, dentist and chemist
- ❖ Village needs sheltered accommodation
- ❖ Greater % of building then expected
- ❖ Concerns that the bridle path is shown as being in the wrong place- it shouldn't have a dog leg
- ❖ Not happy the trees have been chopped – they were vital to retain the wildlife
- ❖ Not happy about the entrance onto the NDR – it would be safer off the ODR
- ❖ Like detached property – is in line with other properties in the village
- ❖ It's not too bad
- ❖ Houses should have solar panels, open fires, be eco houses and rain water collection because of the bad water supply here
- ❖ Happy with the development, keeping the grass and offering houses for younger people, we need a doctors' surgery
- ❖ Who has financial responsibility for maintaining the bridle path
- ❖ Need better privacy to Helena Road, particularly where the houses are in the corner and close to the bridleway
- ❖ The schematic shows the road as being straight when there is actually a bend in it – worried about when it is foggy
- ❖ Worried about the traffic and speeding – the road is dangerous
- ❖ More than half the houses are 4 bedded,
- ❖ There is a danger it will become a mini community (like Cauldham Close is)
- ❖ Retirement flats are needed
- ❖ The bridleway actually goes straight
- ❖ Surprised there are no bungalows
- ❖ Pleased to see a plan for a footpath to ODR
- ❖ Speed limit needs moving to before the development site
- ❖ Pleased to see 2 bed room houses
- ❖ Irritated that the houses are 'too posh'
- ❖ Keep Capel like Capel is
- ❖ Need some terraced houses
- ❖ Surprised there are no bungalows
- ❖ Concerned about the number of residents there will be when the infrastructure is insufficient
- ❖ Worried about the road access
- ❖ Current water drainage is not good enough and water and gas pressures are too low
- ❖ Should be available for villagers and villagers families
- ❖ Speed limit needs moving and reducing
- ❖ Upset by the number of trees taken down and the pact to birds and wildlife

FEEDBACK REPORT – LAND SOUTH OF NEW DOVER ROAD

- ❖ Objects strongly to the wood having been taken down
- ❖ Concerned about the lack of capacity in the school, telephone/internet needs improving, BT say there currently not enough lines, need doctor dentist and chemist
- ❖ Worried about the disproportionate number of 4 bed room houses and that they will become second homes
- ❖ Most of Capel is bungalows and these houses are out of keeping
- ❖ Is there enough capacity in the local doctors' surgeries?
- ❖ Roads don't have sufficient capacity
- ❖ Town houses are not in keeping with Capel and 2.5 storey are too high
- ❖ Too many 4 bed room houses
- ❖ Where will the kids be able to go to school
- ❖ Should consider solar and ecological building
- ❖ Where are the trees – the wildlife has been lost
- ❖ Concerned the young won't be able to afford them
- ❖ Want houses for villagers children and for villagers to downsize into
- ❖ Houses must attract the sort of people who will contribute to village life
- ❖ Want 1 bed and 2 bed flats for retirees who want to stay in the village
- ❖ Want something like a McCarthy Stone development

Comments: LADP

Land adjacent to New Dover Road is allocated for residential development with a maximum estimated capacity of 50 dwellings. Land adjacent to New Dover Road is allocated for residential development with a maximum estimated capacity of 50 dwellings. Planning permission will be permitted provided that it. long term management arrangements of the chalk grassland on the southern part of the site are delivered to improve the biodiversity quality. The precise boundary between the developed and undeveloped parts of the site will be established on the basis of ecological evidence.

The precise boundary between the developed and undeveloped parts of the site will be established on the basis of ecological evidence. In the preamble to Policy LA 24 it mentions :- the developable portion of the site amounts to 1.42ha.

Before any planning application can be considered developers must demonstrate that the boundary is established in line with the ecological evidence as required in the LADP. We are unsure who the arbitrators are, nor who has responsibility for funding and commissioning the research necessary to provide this evidence.

As the total area of the site is 3ha, 1.42ha means that less than 50% of the site should be developed. This is certainly not the impression given by the developers

Planning permission will be permitted provided that it. long term management arrangements of the chalk grassland on the southern part of the site are delivered to improve the biodiversity quality.

Residential development of the northern portion of land is only acceptable provided that the biodiversity interest of the land to the south is enhanced and maintained through long-term management arrangements secured through the planning application process.

Submission of a planning application will need to include details of how this requirement is to be met. It is already of great concern that so much scrub has been cleared and wildlife disturbed prior to a planning application being made.

Development proposals are sensitively designed in terms of height and massing in order to ensure the development does not have an adverse impact on the AONB and countryside;

The proposed houses are higher than expected when compared with surrounding properties. Surrounding areas have a variety of roof heights and it would be preferred that the developed echo this. The schematic shows roof heights in line with the minority (is it 2/3) rather than the average height and as such is not in keeping with the majority of local residences

FEEDBACK REPORT – LAND SOUTH OF NEW DOVER ROAD

iii. a landscape buffer of planting is created along the southern boundary

We anticipate retention and expansion of existing hedge along the Old Dover Road This will need to provide the correct bio diversity for flora and fauna associated with chalk grassland.

The buffer planting will additionally provide screening of the development from the Heritage Coast, AONB and SSSI. Plans should include details of how the hedge will be maintained.

Additionally a buffer between the houses and the chalk grassland will in some measure address the loss of trees and shrubs by clearance of the site.

iv. If street lighting is required this should be designed to minimise the impact of light pollution and conserve the dark night skies of the AONB;

v. Bridleway ER252 is retained and enhanced;

Concerns about the accuracy of the bridleway as shown on the proposed development plan (27th March) were expressed by many residents, notably that there is no dog leg in it. This is some history of legal action to establish exactly where it goes. At present the Parish Council are unable to say if any of the development is encroaching onto the bridleway

vi. development should ensure future access to the existing sewage infrastructure for maintenance and upsizing purposes;

this is not demonstrated on the schematic presented, nor has mention of it been made. UNDER NO circumstances should it be from Old Dover Road

vii. a financial contribution is secured to mitigate the impact on the Thanet Coast and Sandwich Bay SPA; and

viii. vehicular access is achieved from New Dover Road which is designed to minimise the loss of existing trees and vegetation, in order to screen the site from the adjacent

3.294 Vehicular access to the site would be created from New Dover Road. This would require the creation of a right hand turning lane, provided that it can be demonstrated that adequate sight lines can be achieved and turning movements safely accommodated. The access should be designed to minimise the loss of existing trees and vegetation along New Dover Road as this screens the site from the adjacent AONB to the north of the site.

Although designated a B road the New Dover Road has the traffic characteristics of an A road. There is a slight bend in the road restricting visibility. Kent County Council have given the Parish Council data of volumes, speeds and flows of traffic. These may be at odds with the traffic report presented the landowner/developers when the LADP was examined in 2014. While not experts the PC wishes to see a focus on traffic management and safety in this area. This includes

- i) Provision of an appropriate turning lane. If this entails removal of the hedge then replanting further within the site is expected.*
 - ii) Extension of the 40 mph speed limit zone on both sides of the village (to Old Dover Road on the East at a minimum and to the Valiant Sailor on the West)*
 - iii) These should be in place at the earliest opportunity to enable safe entry/exit of construction traffic*
- Should we share the paper presented at the last PC meeting? The developers did do a traffic survey of their own recently (in the last week or so) but it only covered a few days whilst ours is several months*

In view of the need to see compliance with the LADP Capel le Ferne Parish Council anticipates that the final decision on any planning application will be made by the full planning committee.

Further comments taking account of what residents said need to be made

Capel le Ferne Parish Council April 2015

1. Purpose of the report

This report is to inform councillors of the significant issues discussed at the April meeting of the Capel le Ferne Village Hall Trustees

2. Key points discussed:-

- i. Maintenance/Improvement issues - quotations re replacement of lights are still awaited
- ii. Possible solutions to the problem of the water ingress. Progress is slow
- iii. Potential uses of the post office room were explored with no practical outcome. A note is going into Grapevine to ask if there is a post master/mistress interested in re-opening it.

3. Action required

Councillors are asked to note the contents of this report

Jayne Stone April 2015

Agenda Item 7a

Neighbourhood Planning Seminar

This seminar organised by the KALC took place on the 20th March 2015.

There were two speakers, Jenny Bates and Cllr John Hughes.

The first speaker, Jenny Bates spoke about the planning process in general.

The second speaker, Cllr John Hughes from Coxheath Parish Council set out how they had successfully achieved their Neighbourhood Plan.

Coxheath has approximately 4000 parishioners and is within the Maidstone District Council area.

It's infrastructure includes existing shops and two GP practices.

Their Neighbourhood Plan included the proposed construction of around 200 dwellings (roughly in proportion to the proposed build in Capel), combining GP surgeries, open spaces and nature trails.

The two main conclusions drawn from the seminar were that Coxheath had successfully achieved their Neighbourhood Plan because:-

- Cllr John Hughes had been in the planning profession all of his life
- Maidstone District Council had not completed their Land Allocation Plan

Neighbourhood Planning could work in Capel if we were to consider how we wanted Capel to be shaped over the next 10 – 15 years. **It would not change what is currently happening in Capel.**

We would need:-

- to employ the expertise of someone who had knowledge of the planning system
- the services of an administrative person in addition to the Clerk of the Council because of the admin workload
- continuous dialog with our parishioners on the shaping of the plan
- to be prepared to work on the plan for 3 years plus
- to fund the project. Although some funding is available, the costs could rise to around £30,000 depending on how much expertise had to be purchased.

Councillor Keith Pilcher

Department for Communities and Local Government
Changes to the small authorities' local audit and accountability framework:

Summary Report on:

Towards Greater Transparency: Audit Workshop - 30th March 2015.

- The Local Audit and Accountability Act 2014, which came into force on 10th February 2015, sets out a new audit framework for local public authorities with an annual turnover not exceeding £25,000 (including Parish Councils), which are covered by the Audit Commission regime. The Audit Commission will be abolished on 31st March 2015 and the Audit Commission Act 1998 will be repealed. New External Auditor appointments from 2017-2018 or beyond if existing contracts extended.
- First Stage – 01.04.2015 for 2015-2016 and 2016-2017.
- Second Stage – 1st April 2017.
- Transitional body will oversee existing Auditor's (PKF Littlejohn) contract.
- Information which must be published: (Suggestion separate website page "Transparency Code" heading)
 - All items of expenditure above £100 (excluding VAT)
 - End of year accounts
 - Annual Governance Statement (Section 2 of Audit Form)
 - Internal Audit Report (Section 4 of Audit Form)
 - List of Councillors or Members responsibilities (this is not the DPI's) i.e. committee membership, external bodies etc. (Kept for five years).
 - Details of public land and building assets (not equipment)
 - Minutes, agendas and meeting papers of informal meetings
 - Precept information and budgets
- It was indicated that there is proposed a "new burdens funding" for small authorities to assist compliance with the Code – How to acquire this funding, i.e. application and how much etc., is unknown at the present.
- Councils expected to publish information on website, i.e. associated reports and paperwork – 3 days before meeting.
- DPI's (Disclosable Pecuniary Interests) – Link on Parish Council website to District Council's website where they are published.
- Other matters to be published on website:
 - Standing Orders and Financial Regulations
 - Other Policies such as: Code of Conduct; Complaints Procedure; Publication Scheme (Freedom of Information), Protocol on Filming/recording at meetings
 - Any anything else?
- Items Parish Council should consider immediately - Kent Association of Local Councils recommendations:
 - Personal laptops/computers should not be for Parish Council use. A separate unit should be made available for this, especially in the case of passing on by a Clerk in case of their illness and/or retirement from position.
 - Public Notice on the entrance door, chairs and displayed in meeting room stating the protocol on filming and recording of meetings and respecting the Parish Clerk's position as an employee. This Notice should also state "matter of order: if disruptive behaviour the meeting will be stopped and the person asked to leave". Exact wording from KALC Solicitor being sought.

The Openness of Local Government Bodies Regulations 2014 –

- Allows the public to report and commentate on public meetings of Parish Councils.
- Allows filming and recording including the use of social media (eg: blogging, tweeting, facebook).
- Decisions and background papers must be made available as soon as practicably possible including the Parish Council's website.

NOTE:

It is unknown at present, which authority will be "policing" all this!

Maureen Leppard

Capel-le-Ferne Parish Council Clerk