

CAPEL-LE-FERNE PARISH COUNCIL

Clerk to the Council - Maureen Leppard
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A MEETING OF THE PARISH COUNCIL WILL BE HELD ON
TUESDAY, 16th JUNE 2015, AT 7.30PM
AT THE VILLAGE HALL, LANCASTER AVENUE, CAPEL-LE-FERNE

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 19th May 2015 (*draft attached*)
5. To DISCUSS matters arising from minutes not covered elsewhere on agenda
 - a) *Play Equipment - Status/Repair/Replacement (Cllr. Pilcher)*
 - b) *New Litter Bin - Winehouse Lane*
 - c) *Land Development - South of New Dover Road (Working Party feedback)*
 - d) *Casual Vacancies*
 - e) *Adopt a Flower Box Scheme*
 - f) *Battle of Britain Memorial Trust*
 - i. *Bus Shelter*
 - ii. *Residents' permit*
 - g) *Traffic and Road Improvements/Management*
 - i. *A20 Traffic Assessment (correspondence attached)*
 - ii. *Signage - HGV Overnight parking Old Dover Road*
6. To RECEIVE Delegates and other sub-committee reports not covered elsewhere on agenda
 - a) *Neighbourhood Watch (Community Warden/PCSO/Cllr: Shaw)*
 - b) *Village Hall Management Committee (Cllr: Stone)*
 - c) *Highways (Cllr: Tutt)*
 - d) *Public Rights of Way*
 - e) *Annual Playing Field Event 2015 - (Cllrs: Norris/Pilcher/Stone - Report attached)*
 - f) *Training/Workshops/Seminars*
 - i. *Police Parish Forum - (Cllrs: Shaw/Stone - Report attached)*
 - ii. *Councillor Induction Workshop - (Cllrs: Stone/Tutt)*
 - g) *District Councillor Scales and/or County Councillor Geoff Lymer*
 - h) *Other*
7. To RECEIVE and ADOPT Standing Orders and Financial Regulations
8. To RECEIVE and DISCUSS Correspondence
9. To APPROVE and AUTHORISE - BACS payments and SIGN Cheques
10. To RECEIVE and DISCUSS Planning Applications
11. To RECEIVE and DISCUSS any other business concerning the Parish
 - a) *Councillors' comments*
 - b) *Approve any resolutions to discuss any confidential issues in agenda item*
12. To CONFIRM date of next meeting - (*Tuesday, 16th June 2015*)
13. To RECEIVE and DISCUSS any confidential items

LIST OF PROCEEDINGS (UNCOMPLETED)

1. Speeding issue on the B2011 and traffic management
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. Refurbish and replace existing junior play equipment - (*Cllr: Norris and Cllr: Pilcher*)

Signed (*Parish Clerk*). 09 June 2015

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 19th MAY 2015

Present:

Cllrs; C Norris, K Pilcher, J Shaw, J Stone, G Greening, B Tutt, together with Frederick Scales (District Councillor).

1. **APOLOGIES:** PCSO Gretel May and Geoff Lymer (County Councillor).
2. **DECLARATION OF PERSONAL INTERESTS** - None.
3. **APPOINTMENT OF CHAIRMAN and Completion Declaration of Acceptance of Office**
Cllr: Keith Pilcher was proposed as Chairman by Cllr: Norris, seconded by Cllr: Tutt. This was accepted and Cllr: Pilcher was duly re-elected and signed declaration of office.
4. **APPOINTMENT OF VICE-CHAIRMAN and Completion Declaration of Acceptance of Office**
Cllr: Chris Norris was proposed as Vice-Chairman by Cllr: Tutt, seconded by Cllr: Stone and Shaw. This was accepted and Cllr: Norris was duly re-elected and signed declaration of office.
5. **APPOINTMENT OF DELEGATES and COMMITTEES**
 - a) Neighbourhood Watch Delegates – Cllr: J Shaw (proposed by Cllr. Tutt and seconded by Cllr: Stone).
 - b) Village Hall Management Delegate – Cllr: J Stone (proposed by Cllr. Norris and seconded by Cllr: Shaw).
 - c) Highways Delegate – Cllr: B Tutt (proposed by Cllr. Greening and seconded by Cllr: Stone).
 - d) Public Rights of Way Delegate – Vacant
 - e) Planning Committee with Delegated Powers applied – Cllrs: G Greening, C Norris, K Pilcher, J Stone and B Tutt.
 - f) Events Committee – Cllrs: Norris, Pilcher and Stone.
 - g) Other: Outdoor Play Equipment – Cllr: K Pilcher (proposed by Cllr. Tutt and seconded by Cllr: Stone).
6. **SPECIAL CERTIFICATE OF RECOGNITION AWARD**
The Councillors decided this year the award would be given to Michael Marshall.
A nomination to Kent Association of Local Councils, Mick was given their Community Award Certificate under a scheme supported by the High Sheriff of Kent, Chairman of Kent County Council and Mayor of Medway. This was presented by Ray Evison, Chairman of KALC.
7. **PUBLIC ADDRESS TO COUNCILLORS**
Resident Mrs Cherry Leppard enquired on: (1) - the A20 Traffic Assessment and highlighted the dangers being encountered, HGVs not obeying to 40mph rules, closure of Courtwood Roundabout slip road, not enforcement at Aycliffe, temporary signs too low, congestion at Maxton, – Cllr. Tutt and District Cllr. Scales addressed this “trial” assessment of Highway England stating the Council agreed and would be putting forward their feedback to Highways England and encouraging others to send their comments also by 8th July to: Email: info@highwaysengland.co.uk or call 0300 123 5000. (2) - The responsibility of collecting and disposing of dead animals on roadside was also raised - District Cllr Scales would make further enquiries with the District Authority on this.
8. **MINUTES**
The Minutes of the meeting held on 21st April 2015 were proposed as a true record by Cllr: Greening and seconded by Cllr: Stone and approved, signed by the Chairman, Cllr: Pilcher.
9. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**
 - a) **Repair Status of Play Equipment and Fencing – Report circulated**
 - i. Fencing complete to Petanque Court and Memorial.
 - ii. Slide parts arrived and due for instalment within the week.
 - iii. Tarmac under grind rail in skate-park would be completed by Capel Groundworks when next doing works of this nature.
 - iv. Flaked paint on gym cross trainer reported and screws replaced on skate-park

Signed
Chairman / Vice-Chairman 16 June 2015

b) Land Development - South of New Dover Road

To date, no application submitted. Two pre-application meetings held with Dover District Planning Authority. Feedback from Planning Officer – concerns expressed on road layout, too much land being developed and 3 storey properties planned.

If an application is submitted, it was agreed to hold a “working-party” of all Councillors to address.

It was also requested that the Clerk contact Jarvis Homes on their time-line for application and if they would be willing to another presentation of proposed plans.

c) Tree Rear of 9 Beatrice Road

Two options to consider and quotations received on removal of a tree causing concern to adjoining property and street lighting rear of Beatrice Road/Lancaster Avenue. It was agreed by all to accept the option to completely remove the offending tree to alleviate further growth and expenditure.

d) Grass Cliff-tops, Old Dover Road

Maps received on areas Kent County Council Public Rights of Way attend – this indicated they only cut a one and half metre footpath along the clifftop.

e) Approve Notice on Protocol of Filming/recording at meetings

Draft copy had been circulated and this was agreed by all. Clerk would produce for display at all meetings.

f) Traffic and Road Improvements/Management Priorities

- i. HGVs parking on Old Dover Road - discussions still on-going with regard to weight restriction signage being in the wrong place on Old Dover Road (Dover end). Lorry prohibition signs being investigated by District Councillor Scales – Clerk to make contact with Leeds Parish Council where they are in evidence. New Legislation required and charges in lorry parks revisited and discussed, together with amount of traffic on B2011. District Councillor Scales to continue further work on this.

10. DELEGATES REPORTS

a) Neighbourhood Watch – Community Warden/PCSO and/or Cllr: Shaw.

- i. Clerk would continue to feedback information to all on the internet.
- ii. Details of contacts for Neighbourhood Watch to be forwarded to new delegate Cllr. Shaw.

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

Report circulated. Installation of yellow salt bin and relocation of salt bag from grass area – District Councillor Scales to make enquiries on organising a tractor to move salt bag to tarmac area between rails and bins.

c) Highways – Cllr: Tutt.

- i. Cracks in roads, especially B2011, reported.
- ii. Grass verges on B2011 following gas mains renewal works - meeting to be arranged and letter to be sent regarding reinstatement or financial compensation would be sought.

d) Public Rights of Way

- i. Negotiations continue on extension of footpath to rear school gate for bike/scooter route.
- ii. No objection from KCC PROW in principle, and suggested the whole width of bridleway is done and flooding to be addressed.
- iii. Cost of £12-14,000 to resurface. Funding this to be identified.
- iv. PROW to be contacted again requesting if only half the bridleway is done and own contractors used would reduce cost.
- v. Cllr. Tutt to contact Headteacher of School to ascertain their requirements.

e) Annual Playing Field Event 2015 – Report circulated

- i. Posters being organised and Royal Oak to produce some A3 size.
- ii. Dover District Council Risk Assessment and event Management Plan in progress.
- iii. 1st Aid Course – Cllr. Stone had received an opportunity to attend one at a reasonable cost. This was proposed by Cllr. Greening and seconded by Cllr. Shaw and agreed by all.
- iv. Scout Group to be asked to attend to help clear up for a donation.
- v. Cllr. Norris had arranged “cheer-leaders” to attend and thanks were expressed.
- vi. School stalls and parents to attend under investigation.

Signed
Chairman / Vice-Chairman 16 June 2015

f) District Councillor Scales and/or County Councillor Lymer

Councillor Scales reported:

- i. Thanks expressed for vote of confidence in recent elections.
- ii. Planning application at 124 Capel Street request for District Council Planning Committee to consider significant size of development as an annexe and parking was discussed. It was reported that there were no grounds for a committee decision, but to leave to Planning Officer decision.
- iii. New bus shelter at Battle of Britain Memorial Site (Folkestone bound) – approach to be made to the Trustees to consider match funding this project.
- iv. Whilst enquiring on above item (iii), Clerk to enquire on concessionary entrance fee for residents.

g) Other

Parking on Playing Field as overflow car park for the Battle of Britain Memorial Site 75th Anniversary on 12th July - no objections and agreed by all, subject to inclement weather condition.

11. **CORRESPONDENCE**

- a) Council Vacancies three (3) to be advertised.
- b) KALC New Councillor Induction Workshop 4th June – attendees Cllrs: Stone and Tutt.
- c) Councillors Conference 24th July – No attendees.
- d) Waste Bin outside Amin Stores not emptied – Clerk to contact Dove District Council to check.
- e) SpeedWatch Training and Sessions – Abandoned at present due to lack of personnel.
- f) White Flower Boxes (email regarding stolen plants). Agreed to advertise organisations to adopt of box.
- g) Pilot Local Warden Support Officer Scheme – considered but cannot support at present.
- h) Kent Police parish Forum meeting 27th May – Attendees Cllrs: Shaw and Stone.

Other

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

Other received:

- 1. KALC New Councillor Induction Training – 4th June 2015
- 2. KALC Councillors Conference - 24th July 2015
- 3. Parish Election Co-option Candidates Consent to Nomination Form
- 4. Litter Bin outside Amin Stores
- 5. Speedwatch Training – 3rd June 2015
- 6. Memorial Boxes, Old Dover Road
- 7. KALC/KCC - Pilot Warden Scheme
- 8. Kent Police – Police Parish Forum – 27th May @ Whitefield or 11th November @ Sandwich
- 9. Local Government Boundary Commission – Electoral Review of Kent – Draft Recommendations
- 10. Finn & Sons – Land affected by Utilities – Surveyor
- 11. Clerks & Councils Direct Magazine
- 12. Hags Playground Equipment Leaflet
- 13. Eibe Playground Equipment Leaflet

12. **INSURANCE QUOTATIONS AND COVER FOR 2015-2016**

Five (5) quotations received and circulated. It was proposed by Cllr. Greening and seconded by Cllr. Stone to accept Hiscox (via Came and Company) at £1,180.56 for one year.

13. **2014-2015 YEAR END ACCOUNTS** (draft circulated)

The accounts for year ending 2014-2015 were approved, proposed by Cllr. Stone and seconded by Cllr. Greening.

Signed
Chairman / Vice-Chairman 16 June 2015

14. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised: Proposed by Cllr: Tutt, seconded by Cllr: Stone and signed by the Chairman, Cllr. Pilcher and Clerk/Responsible Finance Officer.

MONTH'S INCOME/EXPENSES

BANK BALANCES - DETAILS	B/fwd	C/fwd	NOTES
Bank Account (Reserve) Balance	32,456.14	29,456.14	
Bank Account (Current) Balance	985.48	846.23	
Bank Account (Community Project)	277.94	277.94	
TOTAL	33,719.56	30,580.31	
INCOME - DETAILS		<i>Credit No: or BACS</i>	NOTES
<u>Payments received and confirmed receipt into Bank Account</u>	INVOICE		
To and Fro Cars – Grapevine Advert	36.00	100379	
Bright Ideas – Grapevine Advert	108.00	BACS	
TOTAL	144.00		

EXPENSES - DETAILS			<i>Cheque No: or BACS/SO/DD</i>	NOTES
<u>Invoices received and Payments to be made</u>	INVOICE	VAT		
Capel Groundworks – Fencing Petanque & Memorial	9,670.00	1,934.00	BACS	
Harmer & Sons – Grass Cutting	387.50	77.50	BACS	
Dover District Council – Grapevine Print	425.32		BACS	
Viking – Paper, Ink Cartridges, Staples	50.44	10.09	BACS	
Mr D Reed – Litter Clearance April 2015	75.00		BACS	
Mrs M Leppard – Salary (£301.50)	301.50		BACS	
TOTAL	10,909.76	2,021.59		

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

88 Capel Street, Capel-le-Ferne, CT18 7HF - 15/00404 - The replacement of an existing garage on the same site. Resolution: Capel-le-Ferne Parish Council have no objection to this application.

124 Capel Street, Capel-le-Ferne, CT18 7HB - 15/00311 - Erection of two and single storey rear extensions and single storey side extension to form annexe (existing side and rear extension to be demolished). Resolution: Capel-le-Ferne Parish Council would suggest that inspection of the following concerns raised on this application are called in by Dover District Council Planning Officer for a Full Planning Committee decision and approval. 1) - Concerns due to the significant increase in size with the addition as an annexe both on size and in overall construction and layout. This is a sizeable extension but, on looking at the detail, cannot see how it could be made any smaller, due to the facilities that are required for the purposes of the annexe. The extension on the main house, appears to be 'in keeping' with the design of the current house and is extending backwards from the original build, into a large plot, which is more than adequate for the size of the new build. 2) - A condition placed on this application to confirm that there would be enough parking space allowed for the amount of cars that will be using the property. This looks as though it could be easily remedied due to the sizeable frontage that the property in that it has extended hard standing large enough for 3+ cars. 3) - Check to confirm that there is no loss of light to the neighbouring property.

Applications Granted

(Amended details) 85 Capel Street, Capel-le-Ferne, CT18 7HF - 15/00102 - Erection of single storey side and rear extensions, formation of parking area and alterations to access (existing garage to be demolished).

16. **MATTERS CONCERNING THE PARISH**a) **Councillors' Comments**

- Thanks expressed to Keith Pilcher for taking the Chair.
- Keith requested if chairman workshop training could be investigated with KALC.

b) **Approved resolutions to discuss any confidential issues in agenda item 18 - i.e. a Planning enquiry.**17. **DATE OF NEXT MEETING** - Tuesday, 16th June 2015 at 7.30pm.

Signed
Chairman / Vice-Chairman 16 June 2015

From: Maureen Leppard maureen.leppard@btinternet.com CAPEL-LE-FERNE PARISH COUNCIL

To: communications <communications@bbmmjv.com>; "info@highwaysengland.co.uk"

<info@highwaysengland.co.uk>; "police@doverport.co.uk" <police@doverport.co.uk>;

"PR@doverport.co.uk" <PR@doverport.co.uk>; "customerservices@dover.gov.uk"

<customerservices@dover.gov.uk>

Cc: Cllr Geoff Lymer <geoff.lymer@kent.gov.uk>; "county.hall@kent.gov.uk" <county.hall@kent.gov.uk>;

Cllr Frederick Scales <cllrfrederickscales@dover.gov.uk>; "enquiries@kent.pnn.police.uk"

<enquiries@kent.pnn.police.uk>; Cllr Frederick Scales <cllrfrederickscales@dover.gov.uk>; Charlie Elphicke

<charlie.elphicke.mp@parliament.uk>

Sent: Wednesday, 20 May 2015, 13:02

Subject: Re: A20 Dover Traffic Assessment

**PLEASE PASS ON TO WHOM IT MAY CONCERN - RE: NEW TRAFFIC MANAGEMENT MEASURES A20
FEEDBACK ON BEHALF OF CAPEL-LE-FERNE PARISH COUNCIL**

To:

Highways England, together with the Port of Dover, Kent County Council, Dover District Council and Kent Police

Capel-le-Ferne Parish Councillors have requested their feedback responses, on the New Traffic Management Measures on the A20 to improve the traffic flows on the A20 approach to the Port of Dover and within Dover, including traffic lights on the A20, are communicated to all as follows;

1. It is appreciated this is a "trial" scheme to alleviate congestion at Dover Docks until the end of July, from the Roundhill Tunnel to Aycliffe Roundabout. However, this entire length of the A20 is now made 40mph, which is proving to be a dangerous experience for the normal driver. A 40mph would be better served from Courtwood Roundabout to Aycliffe Roundabout, not the whole length of the A20 approach to the Docks.
2. Heavy Goods Vehicles are NOT observing the 40mph signs, they are not keeping to the near-side lane and are pulling out, especially at the Aycliffe Roundabout, where the traffic lights are, and when in operation, (which we understand has occurred 14 times in 6 weeks), causing a dangerous situation.
3. There is no enforcement on these drivers and a noticeable lack of control, as some are blatantly and deliberately acting in this hazardous way taking no notice or observing the system. We understand over 180 offences happened in the first week and not upheld. Although we understand Automatic Number Plate Recognition is in operation. Is this being used and fines being put into force for ALL accordingly?
4. The temporary 40mph signs are positioned far too low, therefore could be overlooked and/or neglected by the HGV drivers.
5. Drivers are known to take diversion through Capel-le-Ferne, along the B2011. This causes disruption to our village and is not helping the road surface, which is showing signs in places of breaking-up. Drivers are also parking in dangerous and unacceptable places within the village confines.
6. On finding the slip road up onto the A20 closed at Courtwood Roundabout, they drive further along the Folkestone Road, via Maxton, a narrow thoroughfare to the Dover Town Centre, thus causing more considerable problems.
7. Then in Dover Town Centre there is a confusion on TWO diverted traffic routes with the signs that have been placed, which has been reported to Kent Highways.
8. For information - referral to the attached letter sent to Charlie Elphicke MP, in January 2015, also highlights further concerns of our Parish .

The Parish Council appreciates and thanks you for your time in reading this and hope it will prove useful in due course.

Please do not hesitate to contact me if I can be of any further assistance, or you wish to relay any response back to the Parish Councillors or Residents of Capel-le-Ferne.

LOOK FORWARD TO HEARING FROM YOU.

From Highways England [Area 4](#) May 27 at 12:01 PM

MAC4/TA/SM/0316.3.03/018496

Dear Maureen

A20 Dover – Traffic Assessment Project

I am writing further to our recent conversation about the Traffic Assessment Project on the A20 at Dover.

As discussed, the temporary traffic management system is in place for an initial 12 weeks assessment period from 8 April to 8 July 2015. During this period we will collect a variety of information about its use and impact, including feedback from customers, which will be fed into the process for future changes or systems.

The speed limit reduction between Roundhill Tunnel and Western Heights is required to help ensure the safety of road users, especially where LGVs may be queuing with other traffic flowing past. The speed limit reduction is being supported by the installation of, and enforcement via, average speed cameras.

Please note that the enforcement of the overtaking ban and the speed limits is the responsibility of Kent Police, Port of Dover Police in conjunction with the Safer Camera Partnership.

The use of portable Variable Message Signing (VMS) and black on yellow signing is crucial for warning and guiding drivers through the temporary system and the wider Strategic Road Network (SRN) VMS signing is in place via our control centres to provide information to travellers on the wider SRN.

Thank you for informing me that signage is often hidden when there is congestion along this route. We are planning to implement further signing for the new speed limit and to remind drivers to stay in lane, however I do not yet have a time scale for when these will be installed.

Any vehicles that try to gain access to the port without following the new traffic management system are not logged by the Automatic Number Plate Recognition (ANPR) system and are turned away when they reach the port by Port of Dover Police. They must then join the back of the queue to reach the port through the gate system.

This system means that the B2011 and A2 are still available for local traffic and there is a similar system using manual tickets, when Operation Stack is implemented.

The 2 laybys between Roundhill and Courtwood are being monitored. If traffic is not queuing back to them, we would like to reopen them to avoid LGVs needing to find alternative places to stop.

As we discussed, litter along the A20 is the responsibility of the local authority, in this case Dover District Council.

I hope this information fully answers your query, but if you would like any further information please do not hesitate to contact me.

Kind regards

Sarah Munday
Customer Care Officer
On behalf of Highways England

From Public Relations Port of Dover (Dover Harbour Board) May 27 at 3:36 PM

Port of Dover Customer Comments

Dear Maureen,

Thank you for your email and your comments. I will certainly feed this information into Highways England, Dover District Council and Kent Police.

New traffic management measures are currently being assessed on the A20 on its approach to the Port of Dover and have been implemented by Highways England. They are being used to regulate the flow of traffic on the A20 when the Port is especially busy and reduce the likelihood of queuing traffic forming on the A20 through Dover.

The speed limit reduction is necessary for safety reasons. The speed limit already reduces to 40mph at the Western Heights roundabout, Highways England are extending the 40mph speed limit to the Roundhill Tunnel. Highways England and all relevant partners will keep the operation of the scheme under review so they can consider any enhancements that might be appropriate in the future. Kent Police are responsible for enforcing the speed limit and new average speed cameras have been installed along the above stretch of the A20 and have been activated.

Highways England are collecting environmental data for a traffic assessment in order to assess the impact of changes to the road layout. It will be used this to assess the impact of potential future improvements. Kent Police will also monitor traffic flows along the A20 and assess where further traffic control measures are required.

We will continue to work closely with our partners in order to address any teething issues and deliver the long term solution that is required for our customers. Ultimately, the assessment is being undertaken in order to find a solution to address the impact that the growing economy is having on the Port's customers and the local community.

The Port would like to thank you for your patience and understanding whilst the assessment is carried out.

Regards

Antony Greenwood

Corporate Affairs Executive

Dover Harbour Board, Harbour House, Marine Parade, Dover, Kent, CT17 9BU

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Email: antony.greenwood@doverport.co.uk



**Kent
Police**

Protecting and serving the people of Kent

Chief Inspector Matt Kendall

Tactical Operations Command
London Road
Aylesford
Kent ME20 7SL
Email matthew.kendall@kent.pnn.police.uk
Tel: 01622- 798605

Ms Maureen Leppard
Clerk, Capel-le-Ferne Parish Council
39 Victoria Road
Capel-le-Ferne
Folkestone
Kent CT18 7LT

21 May 2015

Dear Ms Leppard,

Thank you for your email dated 20th May 2015, which I note has also been sent to Highways England, Port of Dover, Kent County Council and Dover District Council, also for a copy of the letter to Mr Elphicke (MP).

As Head of Roads Policing I have been asked to respond from a Kent Police perspective.

As I am sure you will appreciate, each organisation has a different set of responsibilities when dealing with any issues / incidents which are set out in the Strategic Road Responders agreement. The primary responsibilities for the Police are: -

The Police will lead the resolution of incidents on the strategic road network which involve:

- *Death or injury including collisions and suicides.*
- *Suspected, alleged or anticipated criminality.*
- *Threats to public order or public safety.*
- *Occurrences where the powers or skills of a constable are required.*

Ultimately, responsibility for congestion and traffic management sits with the relevant Highways Authority, however in the interests of public safety we work closely with them and other partner agencies.

Although the Dover Traffic Access Protocol (or TAP) is a scheme implemented by 'Highways England,' the working groups have involved a number of partner agencies including Kent Police.

It is invaluable to have feedback from local communities so that we can endeavour to adjust any plans appropriately. There is a regular partner meeting to discuss progress and I will ensure our representative feeds in your comments. I have also given a brief response below from a Kent Police perspective. Where responses are required from other organisations I have detailed this.

- Point 1 – We understand that the current 40 mph scheme is part of the trial with a view to introducing variable speed limits should the scheme be implemented

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Police****Protecting and serving the people of Kent**

permanently. The 40 mph limit is there to prevent speeding vehicles colliding with the rear of stationary lorries when the TAP is activated.

- Point 2 / 3 – Enforcement is taking place with the use of average speed detection equipment and the deployment of speed enforcement vans. Roads Policing Officers from our Tactical Operations department will also support enforcement.
- Point 4 – I will leave this for Highways England / Kent County Council to comment.
- Point 5 – Where vehicles are parked in contravention of Road Traffic Legislation which is enforceable by the Police, we would seek to take action. Therefore, if any incidents of dangerous parking take place, these can be reported to our control room via the 101 number. Where offences are committed that are enforceable by the Police, we have the facility to issue Graduated Fixed Penalty tickets. These are issued to drivers who do not have an appropriate address for the service of court proceedings. In effect they require a payment to be made pending court proceedings, which then pay any fine should the driver not attend. This allows vehicles to be immobilised until the fine is paid and so far this year £173,000 has been taken through this process.
- Point 6 - I will leave this for Highways England / Kent County Council to comment.
- Point 7 - I will leave this for Highways England / Kent County Council to comment.

I hope this is useful and assist in answering some of your comments.

Yours sincerely,

Matt Kendall
Chief Inspector – Roads Policing
Tactical Operations Command

Capel le Ferne Parish Council June 2015

EVENT 2015

1. Purpose of the report

This report is to update councillors on progress to date on plans for the community day on 18th July 2015.

2. Current Position

Keith Pilcher and Jayne Stone have six times met Paul and Mike from the Royal Oak to plan the day. It has been agreed that any monies raised will be specifically for the replacement of equipment in the play area. The Royal Oak would like copies of catalogues showing the sorts of things required.

The event has been registered as a Field InTrust event.

DDC have introduced a pile of documents to be produced for this event – a risk assessment (7 pages) and an event management plan (18 pages) have been required. These cover every aspect and potential problem of the day, how they are to be managed and how the risk of adverse events will be minimised and how they will be managed should one arise. (They are available for any insomniac requiring them). The Royal Oak are arranging the TENS.

3. Plans

- Progress is slow but steady. Various village organisations accepted invitations to attend, including stalls from the Farmers' Market and craft stalls.
- Various village organisations will be taking the opportunity to fundraise for themselves.
- The Napoleonic Battle Re Enactment will be present all day with their camp and army surgeon. There will be two demonstrations
- There will be a knockout petanque competition
- There will be an official judo competition
- Matt Curtis will be loaning PA system (will need thank you letter afterwards)
- The Hawkinge Scouts have been asked to help set up/clear up/ be available to general help for the day in exchange for a donation of £25.
- Various fete games have been located and people to run them need to be identified; a children's inflatable has been loaned for the day.
- There will be a dog demonstration, a dance display and some live music; there will be a couple of bingo sessions
- The event will move indoors in the evening as the beer festival and live music become the main focus.
- A variety of hot food will be available from caterers.
- Confirmation of face painting is awaited (one for part of the day has been confirmed)
- First aiders are being identified

4. Actions required

- a. Councillors are asked to help on the day.
- b. Copies of catalogues showing play equipment being considered are required to pass to the royal Oak

5. Conclusion

- a. Councillors are asked to note the contents of this report,
- b. Councillors are asked to help on the day

Police/Parish Council Forum May 2015**1. Purpose**

The purpose of this report is to:

- a. Brief councillors on the information exchanged at the forum
- b. Decide what, if any, action is appropriate for the parish council to take

2. Background

The Dover Police/Parish Council forum ceased some years ago. It has been reintroduced to

- a. Improve communication between the two organisations,
- b. For the police to advise on their priorities and
- c. For the parish councils to raise issues which are concerning them and their residents.

The meeting was chaired by Inspector Guy Thompson who has responsibility for PSCOs in Dover District. It is planned to hold 2 such meetings per year.

3. Issues presented

Inspector Thompson gave a brief overview of the structure of community policing in Dover and calls levels, which average 70-90 calls per day. The pressures which the force is currently facing were outlined (loss of financial and human resources in manpower, increases in population a high volume of inappropriate calls). In addition as other public services are constrained people of turn to the police for issues that are the responsibility of other agencies.

Ways in which Kent Police is preparing to manage these pressures were outlined. The key change is a change of philosophy, focussing on victims of crime, safeguarding and reducing risk. This is facilitated by the welcome removal of national 'targets' such as a reduction of x percent in y crimes being committed.

4. Proposals

- i. Closing/reducing opening hours inefficient buildings, for example closing front counters at times when the workload does not justify keeping them open.
- ii. Proportionate justice – considering the benefit versus the cost. For example taking an offender who pleads guilty to court for a simple crime costs around £3,000. The cost of the loss could be as low as £5.00. Such crimes will be recorded and trends monitored; the value involved, risk and harm will be considered and for shoplifting it may be that there is no investigation. In many instances – for example shoplifting - there are already many other schemes in place and town centres have their intelligence services and the ability to ban people from their premises. There will be a focus on top offenders.
- iii. Publicising what the police should and shouldn't do and signposting the most appropriate agency. For example noise issues should be dealt with by the Local Authority, lost property is not a legal police responsibility.
- iv. Use of technology to reduce data inputting by staff- for example if crimes are reported on line then police staff do not need to spend time typing in the data. Similarly technology will enable victims to track progress of investigations and emails used to keep victims up to date.
- v. Using staff, particularly PCSOs, more flexibly and recruiting more volunteers. PSCOs will have less time to attend meetings.
- vi. Enabling the public to take responsibility for themselves (the reverse of the nanny state).

5. General discussion

After the presentation there was discussion on the proposals.

- i. Better usage of estate – co occupancy with partner agencies is being explored.
- ii. Proportionate justice – discussion focussed on this freeing up police time to facilitate care of victims and safeguarding versus what options were open to retailers to take responsibility for protecting their own stock. Other examples of low priority crimes were break in to outbuildings – owners have a responsibility to ensure the security of their property. House burglaries are not included in this category.
- iii. There is plenty of information available on the internet to signpost people to the most appropriate organisation, for example housing associations have more powers to deal with anti-social behaviour than the police do. It was acknowledged that not everyone is computer literate, however most people have family/friends that are or can visit the local library and ask for help.
- iv. There was some concern about the use of technology rather than speaking to a police officer but it was explained that they work shifts around the clock and phone calls from officers working late or night duties are often not welcome. Similarly electronic notification of crime reduces workload on the switchboard, reducing the length of time callers wait to be answered.

- v. Much of the information which PCSOs have historically presented at council meetings is now available on line for any member of the public to access. This could free the PCSOs time to undertake other duties, such as containing crime scenes. There was a discussion on what powers PCSOs have either statutory or discretionary.

There is currently a drive to recruit more special police constables who have the same powers as a full time police officer. They are required to do a minimum of 16 hours per month and get their expenses paid. Training is partly at police headquarters in Maidstone but mostly distance learning so it can be at the Specials convenience. Duties (tasks) are selected to offer an interesting and stimulating experience. There are plenty of other opportunities for volunteering with the Force.

Parish Councils also raised issues known to concern their residents. We raised lorry parking and speeding on B2011. Speed watch as a project was discussed and it was reinforced that these are Parish projects with parishes owning the equipment themselves. Once reported that we have speed data from the flashing sign we were told that we could contact Kent and Medway Camera Partnership and ask for one of their vans to spend some time in Capel

6. How the Parish Council could help

- i. Management of Parish Council meetings
 - a. Crime data could be examined and collated prior to the meeting using the website www.police.uk
 - b. The PCSOs report slot could be a flexible item(discussed when the PCSO was able to attend but not necessitating them attending the entire meeting if there are other duties)
- ii. Communication with residents – articles could be included in parish magazines advising residents of the most appropriate agencies to contact.

7. Recommendation

- i. Capel le Ferne Parish Council consider using the website themselves to explore local crime figures.
- ii. The PCSO item is flexible on the agenda.
- iii. An article is published in Grapevine to advise residents about which agency is most appropriate for which issue and how to report crime electronically. (This could be expanded to include other issues, such as potholes.) If agreed Julie Shaw and Jayne Stone would be happy to draft this with input from Inspector Thompson and PCSO May.
- iv. Consideration should be given to revamping neighbourhood watch to provide support to local residents

Julie Shaw/Jayne Stone
June 2015

Appendix

Useful websites.

<https://www.askthe.police.uk>

Official national police resource answering frequently asked questions and identifying the most appropriate authority to contact

<http://www.kent.gov.uk>

Kent County Council

It is possible to report a wide range of issues – abuse, public rights of way issues, potholes, etc etc

<http://www.kent.police.uk>

Kent police website.

<http://www.dover.gov.uk>

Dover District Council

It is possible to report a wide range of issues – dog fouling, littering, flytipping

<http://www.crashmap.co.uk>