

CAPEL-LE-FERNE PARISH COUNCIL

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A MEETING OF THE PARISH COUNCIL WILL BE HELD ON
TUESDAY, 18th AUGUST 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 RECEIVE Statements from (3) Candidates for the (3) Casual Vacancies (*letters of nomination attached*)
5. To APPROVE Minutes of the meeting held on 21st July 2015 (*draft attached*)
6. To DISCUSS matters arising from minutes not covered elsewhere on agenda
 - a) *Open Space Needs – New Developments (Cllr: Pilcher - Report attached)*
 - b) *New Litter Bin - Winehouse Lane*
 - c) *Adopt a Flower Box Scheme*
 - d) *Cherry Leppard's Award – Afternoon Tea*
 - e) *Battle of Britain Memorial Trust - Bus Shelter and Residents' permit*
7. To RECEIVE Delegates and other sub-committee reports not covered elsewhere on agenda
 - a) *Neighbourhood Watch (Community Warden/PCSO/Cllr: Shaw)*
 - b) *Play Equipment Status (Cllr. Pilcher)*
 - c) *Village Hall Management Committee (Cllr: Stone- Report attached)*
 - d) *Highways (Cllr: Tutt)*
 - e) *Public Rights of Way*
 - f) *Annual Playing Field Event 2015 (Report and Accounts to date attached)*
 - g) *11th November 2015*
 - h) *Training/Workshops/Seminars*
 - i) *District Councillor Scales and/or County Councillor Geoff Lymer*
 - j) *Other*
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 for discussion in confidential items in agenda item 13*
 - (i) *Casual Vacancies*
12. To CONFIRM date of next meeting - (*Tuesday, 15th September 2015*)
13. To RECEIVE and DISCUSS confidential items

LIST OF ITEMS - (UNRESOLVED)

1. Traffic management prioritised projects;
 - a) *Capel Street Traffic calming & 20mph speed limit, (Waiting Kent County Council feasibility)*
 - b) *Speeding B2011, (Waiting Speed Camera Partnership decision on attendance)*
 - c) *A20 Traffic Assessment Phase (Waiting Highways England 6 months decision)*
 - d) *Weight Restriction Signage Old Dover Road, (Waiting Kent Highways to reposition)*
2. *ER252 Bridleway surface to school rear gate for scooters etc. (Waiting grant funding The Big Lottery)*
3. *Stagecoach Bus Service Routes and Shelters - (Waiting District Councillor Scales input)*
4. *Planning: Satmar - (Waiting DDC Enforcement Officer input)*
5. *St Mary's Churchyard - (Waiting Parochial Church Council decision)*
6. *Replace some existing junior play equipment - (Cllr: Norris and Cllr: Pilcher)*

Signed  (Parish Clerk). 14 August 2015

THREE (3) VACANCIES FOR CO-OPTION TO PARISH COUNCILLOR

FOR INFORMATION THREE (3) CANDIDATES DETAILS FOR CONSIDERATION

VIV HALE

Please would you make it known to the Councillors that I wish to be considered for the current vacancy on the Parish Council. As some of you will know, I have already served a term on the Council, some years ago, and despite having some time away from it, have remained an interested party in the 'goings-on' within our 'village'. I have lived in Capel-Le-Ferne for eighteen years and have been connected with the village, one way and another, for about thirty-three years. My background is in the Civil Service, as a Criminal Intelligence Officer for the UK Border Agency (formally Customs and Excise), where I worked for twenty-five years. I have a young son of seven, currently at the local school, where I am also an active member of the PFA. My hobbies include my horse and dogs, a bit of photography and good food (along with a glass or two!) I consider myself to be a realist and a forward-thinker and embrace change for the good of all concerned. I am passionate about our 'village' and hope, by becoming a Councillor, to be involved in cultivating a positive future, while at the same time preserving integrity our 'village' life. Submitted for your consideration.

CHERRY LEPPARD

I have lived in Capel over 30 years and involved with Capel school for about 40 years with children and then granddaughter. I am a trustee for Capel village hall and run the Farmers Market and Garage Sale Safari.

I have been on the Parish Council a few years ago but would like to serve on it again as I am very interested in the village and the community.

LYNDA RATCLIFF

My finest hour was when DDC applied for planning which appeared to be on Sandwich Road, Eastry, which they later claimed had been an administrative error. I became part of the Team which stopped the building of many houses and which resulted in a "10 year Plan" by the Council, it also came to light that the land on which the houses were to be built was owned by a member of the PC.

In the time I have lived in Capel I have supported as many of the Capel village activities as possible including quizzes, FM, Garage Safari, etc., I am also an active member of the Capel (Evening) Women's Institute.

I would like to apply for one of the vacancies as advertised in the latest issue of the Grapevine. I have completed and enclosed a copy of the nomination form.

My professional background is in NHS and local authority (Social Services) administration, before taking early retirement I was employed at the Royal Victoria Hospital for 14 years. I am currently involved in creating (spectacular) greetings cards which I sell at Capel Farmer's Market, as well as other outlets.

Before moving to Capel 11yrs ago, I lived in Eythorne, nr Dover and was an active member of the Parish Council there and was jointly responsible for liaison with the Youth Clubs, playing fields and Community Centre. When I first moved to Capel the Eythorne PC asked me to stay on for a time, but I became less and less interested in what went on there, which I felt wasn't fair to the residents.

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 21st JULY 2015

Present:

Cllrs; K Pilcher, J Shaw, G Greening, J Stone (who left the meeting after correspondence), B Tutt, together with Frederick Scales (District Councillor) and Geoff Lymer (County Councillor – who attended for part of the meeting).

1. **APOLOGIES:** Cllr: Norris, Mrs M Leppard (Parish Clerk) and PCSO Gretel May.

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

3. **OPEN SPACE NEEDS**

The Chairman welcomed Emma-Jane Allen (Dover District Council Principal Infrastructure & Delivery Officer) to the meeting and invited her to give advice about potential uses of funding from substantial developments and open space needs which may result from the proposed housing developments in Capel-le-Ferne.

The Land Allocation Documents set standards for the amount of open space to be provided. When a substantial development is planned the impact on the local infrastructure is considered and funds may be requested to address the pressures directly caused by additional people living in the village (as opposed to maintenance/repair/replacement of current assets). Areas of specific interest include children's play areas, allotments, open green space and playing/sports field.

Acceptable projects would need to be remedying the situation where the full range of amenities is not available or if facilities for a specific age group are required. Applications for such funding would need to make the case for a project which has a visible end result.

Mrs Allen had looked at the census data for Capel-le-Ferne and 11% of the population are children, compared with a Dover District average of 18.2%. This information is available on the internet. Kent County Council can project the profile of potential residents in new developments.

Criteria which apply to applications for these funds include:

- Being necessary to make the proposed development acceptable/comply with the Land allocation Document
- Relate to the development (project needs to address the impact the additional residents will have)
- Relate in scale and kind to the proposed development
- Being a % of the cost of the development
- Funds to be used within a set timeframe, usually 5 years (so funds could be held and combined with monies from other developments)

The Parish Council has already identified some possible projects which were briefly discussed, including the construction of a scooter path along Green Lane to the school (which would alleviate car parking pressures and contribute to delivering sustainable transport and relates directly to residents of the new development accessing the school, field and sports/exercise facilities and village hall). The possibility of changing rooms with toilet facilities for the sports field was suggested and considered, in theory, to meet the criteria. At this early stage details of the proposal are not clear.

The mechanics of the process are:

- The agreement is drawn up by lawyers and signed.
- This includes a clause identifying when the release of monies is triggered.
- These funds are held by Dover District Council for up to usually 5 years.
- The Parish Council applies for the funding using a process similar to that for grant making.

In response to direct questions Mrs Allen clarified that these monies are unlikely to be usable to

- Address speeding issues, but other monies might be.
- Provide long term management of the grass chalk land. This issue is part of the Land Allocation Document with which the developers should comply and as such there are other ways of meeting this requirement. This would also apply to any proposal to develop the rest of the site.

These matters should be discussed with Rachel Humber at Dover District Council. She should also be made aware of any Parish Council comments on the layout of the development. *Action Mrs Leppard*

Next steps for the Parish Council are to identify what the issues are, emphasising how the need arises as a direct result of the development(s). *Action Parish Councillors*

4. **PAUL JAMES and NICK THISTLE (Team leader) KENT COUNTY COUNCIL WARDENS**

Paul James introduced himself as the new community warden covering what used to be two areas – Hawkinge with Denton and Swingfield and Capel-le-Ferne. The intention is to spend 3 days a week on Hawkinge area and 2 in Capel-le-Ferne, although the size of the area covered means his workload will need to be prioritised with anti –social behaviour and community support being important.

He and Cllr Shaw (Neighbourhood Watch Co-ordinator) have already met and will continue to liaise.

The Chairman congratulated PJ on being awarded a Police Divisional Commander’s Certificate of Merit.

After this item Mr James and Mr Thistle left the meeting.

5. **PUBLIC ADDRESS TO COUNCILLORS** - None received

6. **STATEMENTS FROM (4) CANDIDATES FOR THE (3) CASUAL VACANCIES**

Cllr Pilcher had earlier contacted the candidates to let them know that, in view of the number of councillors absent from the confidential part of the meeting, this item was deferred to the next meeting.

7. **MINUTES**

The Minutes of the meeting held on 16th June 2015 were proposed as a true record by Cllr: Tutt and seconded by Cllr: Greening and approved, signed by the Chairman, Cllr: Pilcher.

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

a) New Litter Bin, Winehouse Lane - Cllr Tutt has met with the landowner and agreed siting for the concrete base and litter bin. Dover District Council needs to be advised of this so they can carry out the works. *Action Mrs Leppard.*

b) Adopt a Flower Box Scheme - boxes have been adopted by Capel le Ferne Primary School, Farmers’ Market, The Lighthouse and the Battle of Britain Memorial Trust. Cllr Pilcher is measuring the actual size of plaque needed. *Action Cllr. Pilcher.*

As a guide costs of brass plaques 6” x4” are being investigated; two quotes (£396 and £244) have been received to date. Cllr Greening suggested a local supplier and will pass details to Mrs Leppard.

Action Cllr. Greening

c) Cherry Leppard’s Award – Afternoon Tea. The report was noted and a financial contribution of £70 agreed. Alternative modes of transport (should the current plan not come to fruition) were a tractor or the Chairman’s car. *Action Tea Party Organisers.*

d) Battle of Britain Memorial Trust Bus Shelter

The Trustees have agreed to provide financial support, subject to provision with a detailed budget of how much it will cost, details of who would be contributing and how much. The Trustees expect to see a significant contribution from KCC to the bus shelter and from the local member grant scheme and would like contribution from the Parish Council. If, after these contributions, there is a shortfall the Trustees would look at making up the shortfall. Cllr Scales agreed to provide a breakdown of costs. Cllr Lymer may know someone who can help with installation and the possibility of using community payback to reduce installation costs was mentioned. *Action Cllr. Scales.*

Residents’ permit - the Battle of Britain Trustees have agreed Entrance Fee for the Scramble Experience. The Trustees would like to offer one ‘residents pass’ per household. This would offer free entry for the bearer and a 10% reduction on the entry price to the Scramble Experience for up to 4 accompanying persons (i.e. 1 free entry and up to 4 discounted entries per visit). Passes would only be issued on personal application to the site and with a proof of residence. Passes would be renewable annually and the discounts would only be applicable to entry to the Experience. These passes would only be valid out of season from 1st October to 1st March.

e) Traffic and Road Improvements/Management

i. A20 Traffic Assessment Phase - to date there has been no reported action but it is noted that the gate by the Dover bound on slip at Courtwood roundabout has recently been opened. Police monitoring at the Megger roundabout come from the Port. Street furniture will be used on the B2011 laybys near Courtwood roundabout to protect the verges and restrict HGV parking. It was noted that the farmer’s access to land must remain.

Traffic and Road Improvements/Management continued

- ii. Capel Street 20mph - there has been several complaints made by residents about speeding in Capel Street. Mrs Leppard has completed a grant application for an interactive speed sign which also records data. Capel Ward (not village) and as described by Kent County Council is number 4 on the list. Further updates will be given when they become available.
Previously, Inspector Thompson had suggested an approach should be made to Kent and Medway Safety camera partnership to ask for their attendance to the B2011. It was agreed that this would be pursued. *Action Mrs Leppard.*
- iii. Signage - HGV Overnight parking Old Dover Road – Cllr Scales has negotiated with Kent County Council that these signs will be relocated at an as yet unknown date.

9. **DELEGATES REPORTS**

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

- Mrs Leppard's excellent cascade means residents are receiving notification in a timely fashion.
- One resident has reported a stressful encounter with a cold caller who could not be found when a search was made.
- Cllr Shaw has made contact with the Neighbourhood Watch co-ordinator Mrs Alex Harrington, the Community Warden and PCSO. One to one contact is being made with the Capel-le-Ferne Street Co-ordinators.
- There was one incident of anti-social behaviour over the weekend.
- Ways of rejuvenating the scheme are to be discussed at the next meeting. *Action Mrs Leppard.*

b) Play Equipment Status – *Cllr. Pilcher.*

- Repairs/refurbishment to the slide has been completed.
- TGOGC are due to inspect their equipment and repair the flaking paint.
- Capel Groundworks are due to do some work on the grind rail. It has been noticed that the tarmac is slightly raised in the gym area. Capel Groundworks are to be asked to inspect and recommend a remedy. *Action Mrs Leppard.*
- Undergrowth is impeding use of the BMX course. Harmers are to be asked to remedy this. *Action Mrs Leppard.*

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

A decision has been made on the alterations to the front to improve disabled access and to remedy water ingress. In light of the discussion relating to open space needs it was suggested that the Parish Council Chairman should approach the Village Hall Committee to explore the options regarding the possible provision of toilets and changing rooms. *Action Mrs Leppard/Cllr.Pilcher.*
New lighting is being installed in August and new chairs are being researched.

d) Highways – *Cllr: Tutt.*

Dover Hill is being closed at night this week with traffic control and the one way system temporarily suspended. Dover Hill potholes aren't included in the programme of works.
It is known that during Operation Stack, foreign lorry drivers are 'queue jumping' by reversing up the off slip at Courtwood.
Cross hatching is needed on the A20 at the Dover bound on slip at Courtwood.

e) Public Rights of Way

Two quotes have been received for the scooter path. Mrs Leppard has submitted a grant application with appropriate letters of support. Further research into the scooter path in Green Lane has elicited that the tarmac strip could be 1.2 metres wide and would need siting such that vehicles could drive astride it. Health and Safety recommends that no edgings are used (avoiding trip hazards).
It is thought that the manhole covers have been raised and are now a trip hazard. This it to be checked and if so, reported to PROW. *Action Mrs Leppard.*

f) Annual Playing Field Event 2015

Final report to be given at the August meeting

g) 11th November 2015

A small ceremony, similar to last year, is to be arranged. Cllr Greening will find a bugler/piper.
Action Cllr Greening.

Mrs Leppard is to invite the Reverend Williams and Lay Minister Mrs Barr. *Action Mrs Leppard*

h) Training/Workshops/Seminars

Dates of new councillor induction noted. Cllrs Greening and Shaw will liaise together and with Mrs Leppard to find mutually convenient dates. *Action Mrs Leppard, Cllr. Shaw and Greening.*

i) District Councillor Scales and/or County Councillor Lymer

At this point Cllr. Lymer left the meeting.

Councillor Scales reported:

Cllr Scales gave a verbal update on the planning application at Helena Road/New Dover Road. He reported that he is now on the electoral arrangements committee.

j) Other – No other reports were received.11. **CORRESPONDENCE**

- Quotes for suitable laptop for the clerk were received. After discussion it was agreed that the one with the bigger memory should be purchased at a cost of £399. *Action Mrs Leppard.*
- The Chairman read the contents of a letter from retired Councillor Phil Jones. Phil said that he had felt frustrated, because despite a petition and ideas over the years about how to get a pedestrian crossing, nothing was achieved. The petition with no less than 700 signatures, still had no effect. He said that working with Maureen and other Councillors had been an experience and he thanked other Councillors for their camaraderie over the years during his meagre attempt to make Capel-le-Ferne a better place to live.
- List of email items received - attached and/or previously forwarded.
- Other received:
 1. Victim Support letter – consider application for grant towards their work.
 2. Broxap Street Furniture leaflet
 3. Clerks and Councils Direct magazine
 4. Eibe play equipment leaflet
 5. J Parkers Catalogue of Dutch Bulbs

Cllr Stone left the meeting at this point.

11. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised: These had been previously verified prior to meeting by Clerk/Responsible Finance Officer in her absence.

Proposed by Cllr: Tutt, seconded by Cllr: Pilcher and signed by the Chairman.

Cllr. Tutt requested a query to be made regarding the signs of regrowth from a felled tree in Lancaster Avenue before cheque is sent.

MONTH'S INCOME/EXPENSES

BANK BALANCES - DETAILS	B/fwd		C/fwd	NOTES
Bank Account (Reserve) Balance	15,458.21		10,458.21	
Bank Account (Current) Balance	819.82		6024.96	
Bank Account (Community Project)	277.94		277.94	
TOTAL	16,555.97		16,761.11	

INCOME - DETAILS			<i>Credit No: or BACS</i>	NOTES
<u>Payments received and confirmed receipt into Bank Account</u>	INVOICE			
HM Revenue and Customs – VAT Reimbursement	5201.81		<i>BACS</i>	
StreetZ – Garpevine Advert	18.00		<i>BACS</i>	
TOTAL	5219.81			

EXPENSES - DETAILS			<i>Cheque No: or BACS/SO/DD</i>	NOTES
<u>Invoices received and Payments to be made</u>	INVOICE	VAT		
Keith Tait Tree Surgeon – Fell field maple	395.00	79.00	<i>Cheque 1501</i>	
Andy Graphix Ltd – Petanque Court signs	90.00	18.00	<i>BACS</i>	
Harmer Landscape – Grass cutting June	387.50	77.50	<i>BACS</i>	
Dover District Council – Grapevine Print June	382.92		<i>BACS</i>	
Village Hall Management – Hall Rent July-Dec 2015	207.00		<i>Cheque 1502</i>	
Dover District Council – Field Rent quarter	112.50		<i>BACS</i>	
Mr D Reed – Litter Clearance July	75.00		<i>BACS</i>	
Mrs M Leppard – Salary	301.50		<i>BACS</i>	
TOTAL	1951.42	174.50		

12. **PLANNING**
Applications Received

Development of 41 Houses Land South of New Dover Road – Awaiting information from DDC Planning

147 New Dover Road - Awaiting information from DDC Planning

Land near Satmar Lane, Satmar – Senior Investigation Officer (Planning Enforcement) has requested action on several items. Owner has been given to 20th July to reply.

13. **MATTERS CONCERNING THE PARISH**

a) **Councillors' Comments**

- i. Cllr. Greening expressed concern about the condition of the footpath on the South Side of New Dover Road. In places, weeds are pushing up the tarmac. *Action Mrs Leppard and Cllr. Tutt.*
- ii. Cllr. Greening also concerned on the number of vehicles parking on grass verges during the Battle of Britain Memorial Day, rather than use the designated overflow car parks.
- iii. Surgery feedback from Parishioners;
 - Concerns expressed on barbed wire used at Cliff Top Café.
 - Pavement damaged by a skip, causing a trip hazard in Beatrice Road, between Alexandra Road and Lancaster Avenue.
 - Two (2) reports of garden trees/shrubs/brambles overhanging pathways in the village. Note to be placed in Grapevine newsletter.
 - Fly tipping of garden waste in Green Lane, between Capel Street and playing field.
 - Fly tipping of commercial waste in the lane leading to Capel from cross roads in the Alkham Valley.

b) **Approved resolutions to discuss any confidential issues in agenda item 15** - None

14. **DATE OF NEXT MEETING** - Tuesday, 18th August 2015 at 7.30pm.

15. **CONFIDENTIAL** – None

Report on attending the Village Hall Committee Meeting on the 4th August 2015

An explanation was given to the committee about the forthcoming development in Capel and the possibility of a development contribution being secured to improve infrastructure in the village due to the expected increase in population.

The committee was informed that to help the Parish Council understand how this funding mechanism works and projects that would attract such funding, Mrs Emma-Jane Allen (DDC Principal Infrastructure & Delivery Officer) was invited to the last Parish Council meeting on the 21st July to explain the process.

Mrs Allen suggested that the playing/sports field facilities we have in Capel are good but we do not have changing rooms or toilet facilities, so there is a possibility that the inclusion of these facilities for the sports field would meet the funding criteria. However she was unable to indicate the level of funding that would be available.

Such a facility had not been considered by the PC although there has been previous requests received from parishioners with regard to the provision of public toilets, but at the time it was felt that the project would be too costly.

To build a stand-alone facility may be cost prohibitive so the conversion of the old PO room could be a solution. Such a facility would be independent from the village hall in all respects and under the control of the PC.

Clearly there would need to be an outline agreement between the Village Hall Committee and the PC that this could be a workable project.

Mrs Allen had explained the process such a project would follow:

- To draw up outline plans for the facility
- An agreement is drawn up by lawyers and signed.
This agreement would include a clause identifying when the release of monies is triggered.
- The developer contribution would be held by Dover District Council for up to usually 5 years.
- The Parish Council could apply for the funding using a process similar to that for grant making.

The committee asked a number of questions but it was explained that the PC had not yet discussed the project in detail but initially needed to establish if the Village Hall Committee would agree in principle to such a project if it were to go ahead.

******* Cllr Scales had found a parishioner who had kindly agreed to act as an independent project leader if an agreement was reached to further investigate the viability of the project.

The Village Hall Committee agreed in principle to work with the PC if the project were to go ahead.

Keith Pilcher

***** Following this meeting the parishioner has decided they are unable to act as Project Lead.**

Village Hall Management Committee Report
for
Capel le Ferne Parish Council August 2015

1. **Purpose of the report.**

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

2. **Matters discussed**

The Chairman of the Parish Council was welcomed to the Village Hall Committee meeting and exploratory talks on how the Village Hall and Parish Council might work closer together for the advantage of the local community. These talks are at a very early stage but bode well for the future.

The new dimmable lights are now installed – the dimmer switches are by the p.a. system. Initial feedback is that people like them and certainly the lights appear less harsh but just as bright. Hirers who have put up with the disruption were thanked. Next step is painting the ceiling – Friday/ Saturday/Sunday Bank Holiday weekend. Unfortunately the **hall will be closed daytime** while this happens. We did explore many other options but the painters need full daylight to see the ceiling properly and the work needs doing during the school holidays. While we're sprucing up the hall the kitchen is due a facelift but at the moment we don't know the dates.

Good news for those who hire the small hall – 30 new chairs are being ordered with comfort in mind. Some will have arms, but storage issues mean that the number is limited. They will suitable for meetings and craft activities will need to use the old folding plastic chairs. Glitter and glue on the expensive chairs will not be appreciated.

The specification for works to the front entrance has been agreed and the intention is that work will commence next year. An architect will need to be commissioned to produce the drawings, planning permission sought and the fund raised.

This year we will be running a Last Night of the Proms event; if it is successful it could become a permanent event. Please join us for the evening – more fun than watching on your own at home.

3. Action required - Councillors are asked to note the contents of this report

Jayne Stone August 2015

Event 2015 Working Party Report
for
Capel le Ferne Parish Council Meeting - August 2015

Purpose of the report

This report is to update councillors on the community day held on 18th July 2015.

1. Current Position

The day passed off well though there was a lack of volunteers to help run stalls. Thanks must be given to all the volunteers who helped with special mention of the Norris and Scales families who helped out all day in various ways and Mick Marshall as liaison and transport tsar. Advice given and equipment lent by the PFA was much appreciated.

There was plenty of entertainment and games and a good range of catering.

The catalogue of play equipment identified by local children as desirable has been shared with the Royal Oak. Feedback is awaited.

The day raised £450. (See accounts on next page).

2. Recommendations for future events

Combining a day and evening event made the day very long for organisers. Consideration should be given to running future events from 11.00 am to 4 pm. Evening events should be run on alternative days.

Several potential groups prepared to perform in the arena indicated that they would have liked to attend but had prior commitments. Earlier planning would avoid this

Outside catering provided a good range of food. This variety should be retained. Cherry Leppard and Ruby Cook have offered to man the kitchen with sandwiches cakes and drinks for next year.

Attendance was high – similar advertising outlets should be used for future events and combining with the open judo competition worked well.

The Hawkinge Scouts helping clear up at the end of the day ensured the field was left in good condition. They should be invited to help at future events.

A small committee worked well organisationally and there were no questions queries or concerns form DDC on the health and safety front. Help from volunteers needs to be secured at the earliest opportunity, though this may not be practical. When the event was first planned people were not able to commit to helping until the last minute.

3. Actions required

Councillors are asked to note the contents of this report.

Councillors are asked to decide whether or not an event is to be arranged for 2016. One possible date would be the Queen's 90th birthday in June (provided the school are not planning one). However this is likely to be too early to include joint working with the judo club.

18th July 2015 - Summer Fete and Beer Festival
ACCOUNTS TO DATE

DESCRIPTION	Income	Expenses	
Dice Game	18.20		
Balance Coins on Lemon	12.51		
Bat the Rat	16.40		
Face Painting (Viv)	34.10		
Other Games	55.80		
Other Games	29.50		
Other Games	11.30		
Pop the Balloon	77.57		
Bouncy Castle	91.50		
Tombola	120.20		
Pentanque/Boules Competition	18.00		
Sub Total	485.08		
Stallholders Donations:			
• Fat Club	5.00		
• Ice Cream	60.00		
• Face Painting	25.00		
• Other	102.00		
Collections	50.36		
LESS EXPENSES			
Floats		85.00	
Enactment Fee		100.00	
Scouts Donation (Clearing-up)		25.00	
Other Expenses:			
• 1 st Aid Course		20.00	
• Prizes		6.42	
• Prizes		16.54	
• Hair Spray		3.00	
• Balloon Pumps		9.99	
• String		1.00	
Sub Total	727.44	266.95	
TOTAL BANKED			450.49