

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 19th NOVEMBER 2013

Present:

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

1. **APOLOGIES:**

Cllrs: C Goble (Chairman), C Norris (Vice Chairman), Lynn Brisley (Dover District Council Community Engagement Officer), PCSO Gretel May, Dave Bish (Community Warden) and Chantal Blythe (Community Warden on maternity leave).

Due to absence of Chairman and Vice-Chairman, Cllr: Jones proposed and seconded by Cllr: Stone that Cllr: Pilcher act as Chairman. This was agreed by all present.

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

3. **PUBLIC ADDRESS TO COUNCILLORS**

One request to address Councillors was received:

Resident had cut down tree on Playing Field apologised for action. He explained it was pushing over his fence and had spoken some time ago to Dover District Council who confirmed it was ok, but following letter sent from Parish Council, realised this was not the correct action to have taken. Councillors requested insert be placed in Grapevine newsletter that Parish Council should be contacted regarding cut back of any vegetation on the Field. Resident did offer to help plant trees if required in future. Thanks were expressed to resident for attending meeting and offering explanation.

4. **MINUTES**

The Minutes of the meeting held on 15th October 2013 were approved and signed by the Acting Chairman, Cllr: Pilcher. Proposed by Cllr: Tutt and seconded by Cllr: Titman.

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

a) **Outdoor Recreational Facilities** – Sub-committee/Lynn Brisley - Report read out:

Mr Amin and his family had kindly donated £300 from their Indian Night - we have ensured that a thank you has been placed in December's Grapevine Recreational update. Sarah, Max & Anna Peglar, Maureen Leppard and Keith Pilcher are travelling to Sandwich this coming Saturday to try and secure the final £2,429 required for the zip wire via the You Decide Neighbourhood Forum grant process. They have designed a display board which contains artwork from youths of our village, together with some key statistics - I am sure you will join us in wishing them the best of luck. Scores on the doors: Zip Wire - £2,429 left to go Petanque - £6,150 left to go. Total raised to date £117,496

i. **Attendance at You Decide Event** – 23rd November

Sarah, Max & Anna Peglar, Maureen Leppard and Keith Pilcher agreed to represent Council.

ii. **Attendance at Fields in Trust Award Event** – 28th November

Cllr: Goble, District Councillor Scales, together with Sue Chandler (Deputy Chairman – DDC) and Lynn Brisley agreed to attend.

iii. **Repair Status of Play Equipment (Cllr. Pilcher)**

Circulated – items listed for repair to be investigated further; i.e. wet-pour subsided and marks on teen shelter to be pursued with refurbishment companies.

iv. **Skate Park noise level up-date (Cllr. Pilcher)**

Confirmed from supplier, that renovations and installation of sound-proofing would not affect guarantee. A reduction of £200 on cost had been negotiated. Councillors discussed the intention to provide sound-proofing to skate-park ramps, confirming there was no assurance that it will deaden the “thumping” noise, but a duty of care to residents should be considered. A proposal was presented to meeting by Cllr: Tutt, seconded by Cllr: Jones, not to spend the money on the sound-proofing - a vote taken resulted in 2 in favour and 4 against proposal. It was therefore passed and agreed to go ahead with sound-proofing accordingly. Cllr: Pilcher would contact supplier.

v. Benches, Waste Bins, Lighting, Signs and Replacement Trees

Three (3) new benches were awaiting installation. Waste bin now re-located at Skate-park entrance gate. Problems encountered at Church Car Park in Albany Road with youth using, due to lighting facilities available there. PCSO May requested to monitor and it was agreed to address this situation in the future if unresolved by Church who had been asked if external lighting could be switch off. CCTV signs awaiting installation. Trees: 200 free Woodland Trust saplings had arrived and awaiting planting, Cllrs: Jones, Pilcher and Stone, together with residents, Mick Marshall and School children would be carrying this out.

b) Speeding issue on New Dover Road (B2011)

Following agreement in principle at last meeting to go ahead with scheme, a total of 7 further volunteers had offered assistance to Councillors. It was agreed to contact the Scheme Co-ordinator to make arrangements for free sites assessments and training in the New Year. Confirmation to be obtained at training session on provision of sign availability, HV jackets and insurance for personal injuries.

c) Land Allocation Document

Waiting confirmation from Inspectorate on the Guidance Notes and Agenda for Hearing in January 2014. Cllr: Norris had agreed to take the lead in this and make the representation on behalf of Parish Council. To be discussed further at next meeting

d) Other - None

6. **DELEGATES REPORTS**

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

- Report circulated on meeting held in October and noted.

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

- Reminder of Annual General Meeting to be held Tuesday, 26th November 2013.

c) Highways – *Cllr: Brian Tutt*

Cllr: Tutt reported items from the seminar he had attended with Kent Highways:

- Cut backs in budget, grass verge, hedgerow and other works in 2014.
- Indication of the help of villagers or other contractors mentioned.

Other items reported:

- Gas mains renewal work on B2011 – contractors and network aware of situation and will be raking and seeding in due course. Also awaiting the spring for bulbs and if there is a lack of evidence of flowering, will pay compensation. Further gas renewal works taking place in Old Dover Road, Cauldham Close/Lane, Alexandra Road and Albany Road. Depot on Old Dover Road siting approved and not causing obstruction of junction.
- Thanks expressed to County Councillor Geoff Lymer on provision and installation of grass verge posts in Capel Street.
- Speeding and vehicles turning outside school noted. Speeding was a Police concern. Action would be pursued with Dover District Council, Parking Enforcement Officers, regarding turning and entrance use requesting Capel Primary School be placed on list of area of concern as a danger to children.
- New Dover Road post, similar to Capel Street. This may cause problems with contractors for cutting grass. Requesting to ask residents not to park to be considered further.

d) Community Event 2014

Report from sub-committee circulated. The following noted:

- Further consideration and investigation to be given to a memorial to commemorate 100 years since World War I, i.e. bench, stone plinth/plaque and/or roll of honour in Old Church, together with costs involved.
- Village Hall booked for event – 28th June 2014.
- Temporary Event Licence to be obtained.
- Military vehicles and memorabilia, amusements, fairground items, access to field, helpers and costs involved on agenda for future sub-committee meetings.

e) Training

- Report on recent training undertaken by Cllr: Stone was circulated.
- Clerk requested to attend a course on Finance next year.
- Training for Equipment Inspection to be considered.

f) District Councillor Scales

- No decision been made yet by Officers on Anaerobic Digester Plant planning application.
- DDC issued thank you letter on residents' recycling efforts.
- Tour of development and regeneration sites in District. Things moving quickly now with housing development sizes and builders.
- Application on fracking withdrawn from KCC.
- Discovery Park at Sandwich – report on space available for regeneration and laboratory equipment available.

County Councillor Geoff Lymer

- Pfizers – KCC East Kent Enterprise loans (interest free) available – no rates charged.
- Consultation out on KCC having to save £214 million.
- Changes to combine Highways and Members Funds.
- Adult Social Care responsibility for mental health being alcoholic related was reported with statistics given. This causes financial burden on NHS and the increase in liver disease reported over 10-15 years.

g) Other - None7. **CORRESPONDENCE**

- Request on alteration of bus route to be pursued further with Stagecoach. Manager to be invited to attend and visit his suggested route. Copy of petition received and would be forwarded on.
- Invitation received to attend “Saving Visible Community Policing” conference.
- Insert from Charlie Elphicke MP confirmed for entry in to Grapevine newsletter.
- Support for Armed Forces Community covenant registration agreed.
- Village Hall Management Committee - Trustee letter received. Agreement that Cllr: Stone would represent Parish Council. Clerk to confirm in writing.
- Thank you letter from British Legion on recent donation to Poppy Appeal and Remembrance Cross planted at Lydiard Park with Plot details.

Other items and emails received (attached)

8. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Tutt and seconded by Cllr. Stone. Signed by Cllr. Pilcher and Tutt:

INCOME - DETAILS <u>Payments received and confirmed receipt into Bank Account</u>				NOTES
Kent County Council (Youth Opportunity Fund)	5000.00		BACS	
EXPENSES - DETAILS <u>Invoices received and Payments to be made</u>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Evolution Skate Park Ramp				<i>Payment completed</i>
Earth Anchors (<i>Resident's Memorial Seat</i>)	329.00	24.95	BACS	
Dover District Council (<i>September Grapevine</i>)	361.32		BACS	
Dover District Council (<i>Ground Rent</i>)	112.50		BACS	
Viking Direct (<i>Ink Cartridges and Copier Paper</i>)	62.13	12.43	BACS	
Harmer and Sons (<i>Grass Cutting</i>)	375.00	75.00	BACS	
KALC (<i>Councillor Guides x 2 – New Members</i>)	5.00		001455	
Mr D Reed (<i>Litter Clearing – November</i>)	72.08		001456	
Mrs M Leppard (<i>Salary</i>), (<i>Cups & Spoons £23.15</i>)	280.00 + 23.15		BACS	
TOTAL	1620.18	112.38		

9. **PLANNING**

Applications Received by sub-committee – awaiting decisions

12 Lancaster Avenue – Erection of a two storey rear extension (existing conservatory to be demolished)

20 Cauldham Close – Erection of a two storey side extension (existing flat roofed extension to be demolished)

Applications Granted

26 Victoria Road – Erection of front porch extension and a rear dormer roof extension.

Rocky Lodge, 24 Cauldham Lane – Erection of two storey and single storey side extensions and attached garage.

Entrance and drive on field at Cliff Top, New Dover Road – Revealed vehicular access existed for 40 years making it immune from action under planning acts as more than 10 years elapsed.

Applications Awaiting Decision

Anaerobic Digester Plant – Copies of 180 petition letters of objection received.

10. **MATTERS CONCERNING THE PARISH**

- Annual Leave and Absence Policy circulated, agreed and approved. Cllr: Stone to be designated Councillor responsible for Personnel.
- To be noted: Five (5) Anaerobic Digester Plants put in other areas of Country – Two (2) have been converted to “food waste”.

11. **DATE OF NEXT MEETING**

Tuesday, 17th December 2013 at 7.30pm. Followed by festive refreshments.