

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 20th DECEMBER 2016

Present:

Cllrs; Greening, Holliday, Leppard, Pilcher, Shaw, Stone and Tutt. Together with Cllr. Frederick Scales and Andrew Hawkins (Community Warden).

1. **APOLOGIES** – Cllrs: Shaw, County Councillor Lymer and PCSO Gretel May,
2. **DECLARATION OF PERSONAL INTERESTS** – None
3. **PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCILLOR SURGERY and OTHER SOURCES**
 - Hint of the month box for Grapevine to be provided by a resident.
 - Food bank box for Village Hall use. Contact to be made with organiser of Dover Soup kitchens.
 - St Mary's Churchyard cutting. Enquiry to be made on cost with contractors Harmer Landscapes for information purposes.
 - Grass verge cutting Alexandra Road/Beatrice Road junction reported.
4. **MINUTES OF THE MEETING HELD ON 15th NOVEMBER 2016**
The Minutes of the meeting held on 15th November were approved and signed by the Chairman Cllr. Keith Pilcher, proposed by Cllr. Greening, seconded by Cllr. Stone.
5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**
 - a) Traffic Management (Speed Watch Scheme, Speeding and traffic calming - B2011 and Capel Street)
Speed Watch equipment now purchased. *Action: Clerk to contact Kent Police Alan Watson in New Year to re-attend and demonstrate machine to volunteer users and Community Warden. Advert to be placed in Grapevine for more volunteers.*
 - b) Bus Shelter Helena Road
Kent County Council decision on grant to be made in January, depending on amount of applications received.
 - c) Kent Association Local Council Award – nominations by next meeting.
 - d) Commemorative Bench
Style of bench received from County Councillor Lymer and agreed by Parish Councillors.
Action: Awaiting application form for grant from Kent County Councillor Lymer.
Arrangements to be made for official ceremony to include piper Ben Mulberry.
Meeting to be held with family member in New Year.
 - e) Waste Bins on New Dover Road (B2011)
Dover District Council contacted, but no spare bins available. Cost to purchase £200, plus a further cost to empty. Placed on next year's programme of replacements/installations.
Action: Clerk to enquire on timeline for replacement programme. Cllr: Greening to identify locations of bins required.
 - f) Other
6. **PLANNING**
 - a) Proposed Development Land South of New Dover Road (B2011)
The Appeal had been allowed and Planning Permission granted by Government Inspector.
Action: Councillors requested Clerk to re-establish communication link with Jarvis Homes, to clarify some aspects of the development. One feature to be the name of the street with a view of a possible competition via the Grapevine. Clerk to also make contact with Kent Highways regarding the 40mph relocation and funding available from Developer.
 - b) Proposed Development Land junction Winehouse Lane and Capel Street
May now be subject to an Appeal.
 - c) Quinn Estates - Land North of New Dover Road (B2011)
No application received to date. Area of Outstanding Natural Beauty advice was required. Enquiries to be made via lobby group Campaign to Protect Rural England (CPRE). *Action: Cllr: Stone agreed to contact group and pursue further. All agreed.*

Signed Chairman
Date17th January 2017

6. **PLANNING continued**

d) Other

Applications granted permission by Dover District Council

- 16/01150 | Erection of a single storey side and rear extension (existing extension to be demolished) | 41 Victoria Road, Capel-le-Ferne, CT18 7LT
- 16/00919 | Extension of existing car park, construction of new car park and access road | Battle Britain Memorial, New Dover Road, Capel-le-Ferne, CT18 7JJ

7. **DELEGATES REPORTS**

a) Neighbourhood Watch

- Distraction burglaries reported in Deal area by ADT Engineers.
- Capel Cares launch meeting well attended. Next meeting in January when plans will be discussed and details collated for information purposes. Safeguarding would be under the heading of the Church. Coffee mornings of those interested to start. Work in progress.

b) Play equipment: - Nothing to report

c) Village Hall Management Committee

- Established that the Village Hall will cope with new housing development. Extension or more build may be necessary for storage. Funds from Developers may be a possibility and Management Committee to prepare a plan for future use.
- List of maintenance items includes enhancing and updating disabled access.
- Funding to be sought as and when maintenance repairs required.
- Hall under pressure for storage areas.

d) Highways –

- Snow Wardens – no training required.
- Warden kits to be kept at home. Delivery and storage still to be agreed. Provision of wheel barrows. *Action: Clerk to make further enquiries of DDC.*
- Cauldham Close/Capel Street lining still to be carried out. *Action: Clerk to enquire of Kent Highways on a date for this work.*
- Highways England contractor contacted on A20 works scheduled and closure of A20 and diversions on B2011. Hopefully more 40mph signs will be provided when works start. Letter received from Charlie Elphicke MP, who has also written to Highways England.

e) Public Rights of Way - Nothing reported.

f) Training/workshops/seminars – Nothing for the local area – only north of County.

g) District Councillor Scales reported:

- Money to be found by investment to run existing services.
- New store expected to open in Whitfield.
- St James' Development – new contractor.
- Sports Centre – still chasing pool size and flooring.

h) Other - None.

8. **CORRESPONDENCE**

Other items received:

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

1. NALC Policy on Dependants' Carers' Allowance.
2. Battle of Britain Memorial Trust title change.
3. KCC Volunteer Support Warden Scheme.
4. NALC Appointments of Audit Appointments
5. Christmas Cards from: Roy & Jayne Blake and Charlie Elphicke.
6. The Silver Line leaflets – helpline for elderly.
7. Evolution Skate-park leaflets.
8. Kent and Medway NHS Connected Winter Newsletter Magazine.
9. East Kent Trading Co., Ltd., Interest in Landscaping letter.
10. DDC, Energy Deal – Collective Energy Switching Scheme Posters and letter.

Signed Chairman

Date17th January 2017

9. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Norris seconded by Cllr. Tutt and signed by the Chairman, Cllr. Pilcher, having been confirmed by Clerk/Responsible Finance Officer.

To Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSE	TOTAL RECEIPTS	BANK A/Cs	Reconciliation
Brought Forward					16,211.17		
Nat West	Interest	0.78			0.78		
Robert Acto Bago	Litter Pliers	56.00	11.20	67.20			
Various	Adverts	252.00			252.00		
Nat West	Interest	0.25			0.25		
StreetZ2StreetZ	Advert	18.00			18.00		
C A Traffic	Clever SID	1100.00	220.00	1320.00			
Dover District Council	Grapevine Printing	382.92		382.92			
Viking	Ink Cartridges	44.45	8.89	53.34			
Harmer Landscapes	Nov Grass Cutting	393.75	78.75	472.50			
Mr D Reed	Litter Clearance	79.16		79.16			
Mrs M Leppard	Salary	317.16		317.16			
Mrs M Leppard	Tel/Broadband	11.10		11.10			
Mrs M Leppard	Expenses: Refreshments NHW, Xmas Tablecloth, Napkins & Plates Auditors Bottle Gift Youth Club Snail Race Sponsor	28.35 7.00 6.50 5.00		46.85			
		2702.42	318.84	2750.23	16482.20		
						Cash	23.28
						Reserve	14,795.96
						Current	972.80
						Project	728.43
							16,520.47
							2788.50
					13,731.97		13,731.97

10. **MATTERS CONCERNING THE PARISH**

a) Councillors' comments

- Christmas Cards – exchange optional rather than charity donation noted.
- Parking of delivery vehicles for 9 Clarence Road for building works a cause for concern as some have been parking on B2011. *Action: To be monitored.*
- If a meeting with Jarvis Homes and/or Kent Highways is arranged, Cllr: Tutt requested to attend, regarding contribution to moving 40mph sign.

b) Approve resolution to discuss any confidential issues in agenda item 12 – None.

11. **DATE OF NEXT MEETING** - Tuesday, 15th January 2017. (Cllr: Holliday possible apologies).

12. **CONFIDENTIAL ITEMS** – None.

Signed Chairman
Date17th January 2017