

CAPEL-LE-FERNE PARISH COUNCIL

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A MEETING OF THE PARISH COUNCIL WILL BE HELD ON
TUESDAY, 15th DECEMBER 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 Mr Kevin Bown, Highways England and Representative of Hougham Parish Council
4. To RECEIVE any Public Address to Councillors & Surgery Feedback (*10-15 minutes*)
5. To APPROVE Minutes of the meetings held on 17th November 2015 (*draft attached*)
6. To DISCUSS matters arising from minutes not covered elsewhere on agenda
 - a) *Bus Shelter outside Battle of Britain Memorial Trust (Cllr: Tutt)*
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)*
 - d) *Highways (Cllr: Tutt)*
 - e) *Public Rights of Way*
 - f) *Annual Playing Field Event Updates - 2015 and 2016*
 - g) *Training/Workshops/Seminars*
 - h) *District Councillor Scales and/or County Councillor Geoff Lymer*
 - i) *Other*
8. To RECEIVE and DISCUSS Correspondence
 - a) *Reply from Charlie Elphicke – Operation Stack*
 - b) *Stagecoach change of bus route*
 - c) *KCC Community Warden*
 - d) *Other*
9. To APPROVE and AUTHORISE - BACS payments and SIGN Cheques
10. To RECEIVE and DISCUSS Planning Applications
 - a) *Proposed Development Land South of New Dover Road (B2011)*
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*
12. To CONFIRM date of next meeting - (*Tuesday, 19th January 2016*)
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
 - c) A20 Traffic Assessment Phase, - (*Waiting Highways England 6 months decision*)
2. ER252 Bridleway surface to school rear gate for scooters etc. - (*Referred to a later date*)
3. Stagecoach Bus Service Routes and Shelters - (*Cllr: Scales and waiting installation date*)
4. Planning: Satmar - (*Waiting DDC Enforcement Officer input*)
5. St Mary's Churchyard - (*Waiting Parochial Church Council further input*)
6. Replace some existing junior play equipment - (*Cllr: Norris and Cllr: Pilcher*)
7. Footpaths South and North New Dover Road - (*Waiting Kent Highways*)
8. Casual Vacancy (*February 2016 Agenda item*)

Signed  (Parish Clerk). 08 December 2015

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

Present: Cllrs; C Leppard, K Pilcher, J Shaw, C Norris, B Tutt together with, District Councillor Frederick Scales and County Councillor Geoff Lymer.

1. **APOLOGIES:** Cllrs. G Greening, V Hale, J Stone and Clerk M Leppard.
2. **DECLARATION OF PERSONAL INTERESTS** - None.
3. **PUBLIC ADDRESS TO COUNCILLORS & SURGERY FEEDBACK** - None received
4. **MINUTES**
The Minutes of the meeting held on 20th October 2015 were proposed as a true record by Cllr. Tutt and seconded by Cllr. Shaw and approved. Signed by the Chairman, Cllr. Pilcher.
5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**
 - a) New Litter Bin, Winehouse Lane – Installed but located in wrong location. Farmer has no objection to its position. Item closed.
 - b) Battle of Britain Memorial Trust Bus Shelter – Shelter ordered and paid for. Additional cost due to moving sign post. Letter received from Stagecoach as a response to letter sent from Chairman. Bus shelter to be installed 17th/18th December. *Action: Cllr. Pilcher to reply to Stagecoach.*
6. **DELEGATES REPORTS**
 - a) Neighbourhood Watch – *Community Warden/PCSO and/or Cllr. Shaw.*
 - i. Meeting noted notification that Paul James had left Kent Council Council and had now moved on to a new career as a Licencing Officer for Shepway District Council. Thanks expressed for his devotion to the village and wished him and his family well for the future.
 - ii. Cllr. Stone will be supporting Cllr. Shaw to organise a NHW meeting in February for all to attend.
 - iii. Cllr. Shaw reported a NHW sign had fallen off a lamp post opposite Capel Court Caravan Park and required re-fitting. *Action: Cllr. Pilcher to refit.*
 - b) Play Equipment Status – *Cllr. Pilcher.*
 - i. Status report circulated to Councillors. Noted.
 - ii. Cross Trainer parts to be replaced by TGOGC in December when next maintenance visit is due.
 - iii. Chains on swings to be replaced. Waiting a quote from Wickstead.
 - c) Village Hall Management Committee - *VHMC Minutes/Cllr. Stone.*
Nothing to report. Annual General Meeting due next week.
 - d) Highways – *Cllr. Tutt.*
 - i. Kent Highways reported no funding available for major work, only minor works would be considered.
 - ii. Caretakers required for a new “Caretaker Scheme”, to check drains, cut hedges etc. No funding available.
 - iii. Highway survey will be completed by 27th November. *Action: Cllr. Tutt.*
 - iv. Black and white verge bollards to be replaced outside school and between 94 and 96 Capel Street.
 - v. Footpaths New Dover Road - Email from Kent Highways: A section of footpath being replaced on South side with weed spraying. North side, weeds being removed, sprayed and continual monitoring with further attention hopeful for later to this section.
 - vi. More planters anticipated at Courtwood Roundabout. Drainage issue believed to be resolved. *Action: To be monitored.*
 - vii. Cattle Sign to be installed at Hockley Sole. *Action: Farmer monitoring.*
 - viii. Battle of Britain require more “dog signs”. *Action: Trust will be liaising with Dover District Council.*
 - ix. Kevin Bown (Highways England) had offered to attend Parish Council meeting to further discuss TAP on A20 and other Highway/Traffic issues. This was agreed. *Action: Clerk to attempt to make arrangements for December meeting and to invite Hougham Parish Council representative when date confirmed.*
 - x. 20mph Zone in Capel Street and other areas – still pending Kent County Council decision.
 - xi. Operation Stack issues – nothing further to report.

Signed
Chairman / Vice-Chairman – 15th December 2015

- e) Public Rights of Way. Nothing to report.
- f) Annual Playing Field Event 2015
 - i. Agreed by all present to purchase a Trophy for winners of 2015 Petanque competition.
Action: Clerk.
 - ii. Budget to be agreed when more details of costs known and when reply has been received from letter to be sent to VPMC applying for special rate for the day.
 - iii. Napoleonic Re-enactment agreed to attend.
 - iv. Scouts to be requested to clear up again, Dog Training Group and Hawkinge Twirlers have been requested to attend.
 - v. Approximately cost to date £125.
- g) Training/Workshops/Seminars
No-one available to attend KALC Induction Training workshop on 2nd December at Westgate-on-sea.
- i) District Councillor Scales and/or County Councillor Lymer
Councillor Scales:
 - i. Continuing to monitor 20mph speed in all roads, except B2011 - Capel 4th now on list.
 - ii. Noted Battle of Britain Wing highly recommended at national event. Cllr. Norris was at presentation at Lancaster Hotel in London.
 - iii. Land South of New Dover Road proposed planning application, unlikely to be presented to Dover District Council Planning Committee until January at the earliest.
 - iv. Cllr: Scales to write to Nick Thistle on Community Warden Services. *Action: Cllr. Scales.*
Councillors agreed Parish Council to also write on the need for a replacement. *Action: Clerk*Councillor Lymer:
 - i. Mental Health in relation to attempting to return people to the work place who have been long term sick or disabled, who are of working age still, under the more strict Work Capability Assessment. A study carried out by Oxford and one other university has shown that the new "fit for work" assessment could actually be more harmful under mental health in that 279,000 more cases have been reported under mental health of which there were 590 suicides reported. This situation is therefore being monitored.
 - ii. KCC is keen to ensure that all children from 0-5 years have the best start in life, to avoid the types of diseases that can occur often through poor parenting such as obesity, diabetes, due to poor diets being provided to their children, which are more than often high in sugars, salt and fats. Not encouraging the child to get exercise by driving them often a short distance of under a mile to school, can, with a poor diet, allow the onset of obesity with ensuing other health issues. These are amongst the health issues such as parents smoking in the presence of their children, that many parents need to be educated on to ensure their child has the best start in life.
- j) Other – None

7. **CORRESPONDENCE**

1. KCC Community Safety Letter on Community Warden for Capel-le-Ferne - *Noted*
2. Charlie Elphicke reply on lorry parking around Capel-le-Ferne. *Action: Clerk to reply to Charlie Elphicke regarding support for Kent Police and Crime Commissioner's appeal for Government to reconsider budget cuts on funding for Kent.*
3. Village Hall Acknowledgement of Annual Hire forms (Small Hall and Post Office Room) - *Noted*
4. Dover District Council Afternoon Appointments notification
5. KCC Public Protection – Shred that Scam Letter and Poster
6. Wicksteed Playgrounds Fitness Equipment leaflet
7. The Royal British Legion "A Symbol of Hope" Leaflet and sticker
8. Broxap litter bins and recycling units Winter 2015 leaflet
9. Clerk and Councils Direct magazine

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

Signed
Chairman / Vice-Chairman – 15th December 2015

8. **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 previously confirmed by Clerk/Responsible Finance Officer.

Received/ Paid	Description	INCOME	EXPENSE	VAT	Cheque No: or BACS/ O/DD			BANK A/Cs	Statement No:	Reconciliation
20.10.15	TOTAL IN HAND						11,443.80			11,443.80
Various	Grapevine Adverts & History Book Sales	127.00			100384	R				
KCC	Bus Shelter Grant	300.00								
C Trimmings	Grapevine Advert	36.00			BACS	R				
Capel Groundw orks	Grapevine Advert	108.00			BACS	R				
Street2Z	Grapevine Advert	18.00								
UK Aggregates	Bus Shelter		2950.00	590.00	BACS	R				
Harmer and Sons	Grass Cutting		387.50	77.50	BACS					
Dover District Council	Public Space Protection Signs (3)		15.00		BACS			Reserve	16.11.15 206	7460.54
Dover District Council	Printing Grapevine September		381.60		BACS			Current	16.11.15 695	341.26
Dover District Council	Printing Grapevine October		382.92		BACS			Project	31.07.15 16	728.43
Dover District Council	Playing Field Rent		112.50		SO					8530.23
Mr D Reed	Litter Clearance		75.00		BACS					Less Un-reconciled 1781.57
Mrs M Leppard	Salary £301.50, Expenses (Coffee/ Tea etc £11.05)		312.55		BACS					
Nat West	Interest	0.43				R				
17.11.15	TOTAL IN HAND	589.43	4617.07	667.50						
							6,748.66			6,748.66

Signed
Chairman / Vice-Chairman – 15th December 2015

9. **PLANNING**

Applications Granted

9 Clarence Road - Erection of a detached dwelling and construction of a vehicular access (existing garage to be demolished. (Conditions attached to permission read out)

Applications being considered by Parish Council

- Abbotsland Bungalow, White Cliffs Caravan Park, New Dover Road – Erection of a bungalow and associated parking (existing bungalow and associated outbuildings to be demolished.

Applications waiting decision by Dover District Council

- Land south of New Dover Road, Capel-le-Ferne - Erection of 40 dwellings, creation of access, associated parking, landscaping and open space.
- Land to side and rear of the Royal Oak, New Dover Road,- siting of static caravan for permanent use

10. **MATTERS CONCERNING THE PARISH**

a) **Councillors' Comments**

Nothing raised

b) **Approved resolutions to discuss any confidential issues in agenda item 12**

None to approve.

11. **DATE OF NEXT MEETING** - Tuesday, 15th November 2015 at 7.30pm.

Followed by Festive Refreshments.

12. **CONFIDENTIAL**

None

Signed
Chairman / Vice-Chairman – 15th December 2015