

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th DECEMBER 2013

Present:

Cllrs: C Goble, V Hale, P Jones, C Norris, K Pilcher, J Stone, M Thomas, G Titman and B Tutt, together with Frederick Scales (District Councillor) and Lynn Brisley DDC Community Engagement Officer.

1. **APOLOGIES:**

County Councillor Geoff Lymer, Dover District Council Deputy Leader Sue Chandler, PCSO Gretel May, Dave Bish (Community Warden)

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

3. **PUBLIC ADDRESS TO COUNCILLORS** – None

4. **MINUTES**

The Minutes of the meeting held on 19th November 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr: Stone and seconded by Cllr: Tutt.

Thanks expressed to Keith Pilcher for Acting Chairman for meeting.

Thanks to Lynn Brisley and Frederick Scales for attending the Fields in Trust Event, publicity and press coverage.

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

a) Outdoor Recreational Facilities – Sub-committee/Lynn Brisley –

Lynn Brisley reported we had been unsuccessful for funding from the “Your Decide” event. Thanks expressed to those who attended. £117,496 has been raised to date. £8,579 funds still to be found - £2,429 for the zip-wire and £6,150 for petanque court. An application submitted for final amount. Press coverage for tree planting and on Lord Lieutenant Website reported. Thanks expressed for opportunity to attend the recent Fields in Trust event and to Frederick Scales for driving to London. Well done to everyone.

(Repair Status of Play Equipment (Cllr. Pilcher)-

- Subsidence, caused by moles, reported under swings to safety surface. Wicksteed representative met on site, cost to resurface £300.
- Also reported that original price of £10,142 would be held for zip-wire if order placed by mid-January.
- Outdoor Gym Company attended again to check equipment – one problem found engineer to be sent to rectify.
- Grays to be chased to repaint teen shelter.
- *Skate Park noise level up-date (Cllr. Pilcher)* - Work completed on corrosion and sound-proofing to skate-park – plywood installed and foam injected to sound proof – a difference noted.
- Removal of growth on MUGA tarmac carried out free of charge by Harmer Landscapes.
- Concern expressed by level of noise that may be apparent when zip-wire installed – meeting reassured that there where large rubber buffers at each end.
- Any event use of field would need to bear in mind access will need to be via Green Lane when all equipment in-situ.
- Request for Cllr: Pilcher to attend a training course on reporting play equipment repair status, proposed, agreed and seconded accordingly.
- Benches installed, waste bin re-sited, no further lighting problem reported, signs in place and replacement trees plants. Proposed and seconded to donate £30 to Capel Primary School Gardening Club.

b) Speeding issue on New Dover Road (B2011)

District Councillor Scales agreed to liaise with Guy Rollinson (Speedwatch Team) on 16th January at training event day and to arrange sharing of DDC equipment or possible in future share with Lydden PC.

The following sites to be assessed; B2011 Junction/Helena Road (both ways), B2011 Junction/Capel Street (both ways), Capel Street/Lancaster Avenue junction (both ways), Capel Street Layby passed school (both ways).

c) Land Allocation Document

Feedback from Dover District Council and preparing response document carried out. District Councillor Scales meeting with Officers appertaining to Capel and will inform Cllr: Norris of outcome. Working party of Cllrs: Hale, Norris, Pilcher, Tutt and Stone formed to arrange format for Inspectorate meeting that Cllr: Norris will be attending on behalf of Parish Council.

d) Stagecoach Bus Services and Shelters – to be revisited to arrange for Stagecoach representative to visit routes and sites.

e) Other - None

6. **DELEGATES REPORTS**

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

- Emails on NHW Alerts continue to be sent, together with inclusion on Facebook page and website.

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

- New Officers in post.
- Request to ask for a display case in foyer to be installed by Parish Council to use for certificates and trophies obtained.

c) Highways – *Cllr: Brian Tutt*

- Salt delivered to farmer and spreading equipment to be provided.
- Cauldham Hill/Swinge Hill will be salted, including particular attention to junction Alexandra and Victoria Road.
- Dover Hill more salt bins proposed, as major route which gets gritted.
- Parish Meeting – rates item, details of grants circulated for information.
- Dog fouling – new system operating 7 days a week. Hopes to get laws changed that no dogs will be allowed on playing fields owned by District but to provide dog parks – to be monitored. Officers to be requested to attend a future meeting.
- Parking Enforcement Officers had been in attendance at School. Letter of thanks to be sent.
- Litter fines reported to be a large income for District.
- Information on Dementia overtaking Cancer. Details on website @kent.gov.uk.
- Old Dover Road road-works still on-going.

d) Community Event 2014 - *Sub-committee*

- Date booked – 28th June 2014.
- Memorial – County Councillor Lymer agreed to go with Parish Council decision on site, which would include a garden of remembrance. Funding to be applied for from Kent County Council Members Grant. Memorial would include names of all Capel residents lost in service in conflicts - item to be placed in next Grapevine to obtain information on this.

e) District Councillor Scales

- Anaerobic Digester Plant may be decided at next DDC Planning meeting in January.

County Councillor Geoff Lymer

- Thanks letter suggestion and continuation to be sent to Parking Enforcement Officers.

g) Other - None

7. **CORRESPONDENCE**

- Thank you letter from Royal British Legion for donation.
 - Christmas cards from; Sue Nicholas (DDC Chairman), Charlie Elphicke MP, KALC and Fields in Trust.
 - Letter from DDC Chairman, Sue Nicholas, expressing pleasure on award received for “Partner of the Year Town & Parish Councils”.
 - Annual renewal forms for renting Village Hall for 2014 received and completed.
 - Letter of notification on re-schedule of Abnormal Load Movement.
 - Dover District Council – Collective switching scheme for energy information.
 - Notification of cut back of hedgerow vegetation on junction Capel Street/B2011.
- 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. Pilcher. Signed by Cllr. Pilcher and Tutt:

INCOME - DETAILS <u>Payments received and confirmed receipt into Bank Account</u>				NOTES
EXPENSES - DETAILS <u>Invoices received and Payments to be made</u>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Dover District Council – Grapevine Printing (November)	373.02		<i>BACS</i>	
Dover District Council – Grapevine Printing (December)	409.32		<i>BACS</i>	
Andy Graphix – 3 x A4 CCTV Metal signs	66.00	13.20	<i>BACS</i>	
Mr D Reed – Litter Clearance December	72.08		<i>1457</i>	
Mrs M Leppard – Salary December	280.00		<i>BACS</i>	
TOTAL	1200.42	13.20		

9. **PLANNING**

Applications Granted

Royal Oak Public House – Erection of single storey extensions and conservatories to both sides and rear extension.

Applications Awaiting Decision

12 Lancaster Avenue – erection of two storey rear extension and existing conservatory to be demolished.

20 Cauldham Close – erection of a two storey side extension, existing flat roof extension to be demolished.

10. **MATTERS CONCERNING THE PARISH**

- Concern expressed on red telephone box and post box installed at Satmar by resident.
- Work on burnt out café property to be monitored and investigated further as to what work is being carried out.
- CCTV – request to have system checked again by NSL that it is working correctly.

11. **DATE OF NEXT MEETING**

Tuesday, 21st January 2014 at 7.30pm.

Apologies; Cllrs: Goble and Jones