

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 16th DECEMBER 2014

Present:

Cllrs; C Goble, V Hale, P Jones, K Pilcher, J Stone, B Tutt, together with Frederick Scales (District Councillor) and Geoff Lymer (County Councillor) and Community Warden Dave Bish.

1. **APOLOGIES:** Cllr: C Norris, J Shaw, G Titman and PCSO Gretel May.

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

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

4. **MINUTES**

The Minutes of the meeting held on 18th November 2014 were approved and signed by the Chairman, Cllr: Goble, proposed by Cllr: Stone and seconded by Cllr: Tutt.

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

a) **Repair Status of Play Equipment** – report circulated.

- i. Schedule of works drawn up and circulated on refurbishment of Playzone unit and fencing. This had been forwarded to three (3) contractors. Meetings had been held and all three now have the same instructions.
- ii. One (1) more quote pending from Ashley Engineering.
- iii. Zip-wire corrosion – discussion held with Wicksteed. Sending representative to view equipment.
- iv. Royal Oak keen to support and fund-raise for the Village. Letter to be sent to thank Landlord and suggest the support of providing funds for the petanque fencing and a plaque could be placed on fencing to this effect.
- v. Both Ashley Engineering and Gordon Engineering to provide quotes for fencing to compare with Capel Groundworks.

b) **Traffic and Road Improvements/Management Priorities**

- i. The prioritised list had now been completed and circulated. This would be discussed further when investigations had been undertaken on solutions.
- ii. The inoperative 40mph flashing on B2011 was deemed working by KCC Highways, although the panel was facing the wrong direction and was obstructed by overhanging resident's tree. Councillor Scales agreed to attend to both these issues to ascertain if the sign was not working due to lack of solar power.
- iii. Capel Street - turning circle at School gate, parking across driveways and speeding traffic a matter of concern. Insert to be placed in next issue of Grapevine to accentuate the School's walking bus from Village Hall and to request help with this.
- iv. Other issues discussed relating to Capel Street and the parking issue at School: Police and/or Enforcement Officers attendance required, other "self-policing" by parents, single yellow lines, 20mph zone and widening verges.
- v. It was agreed that Cllr: Hale would liaise with School (Headteacher) on updating the School Travel Plan. This would act as a good scheme to have on board in view of any impending developments.
- vi. A meeting to be requested with Kent Highways (Richard Heaps) to discuss ways forward.
- vii. Cautions to be noted when discussing Capel Street traffic improvements: road narrowing can cause problems with accidents from non-residents, speed ramps causing damage to vehicles, risk assessment on visibility issues and condition of Green Lane from a walking bus perspective.

c) **Other** - None.

6. **DELEGATES REPORTS**

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

- i. Youth in village causing problems, outside Village Hall etc. PCSO to arrange to visit and educate them in anti-social behaviour.
- ii. Canon Hygiene van inconsiderate parking top of Capel Street still under investigation.
- iii. Burglar conviction reported.
- iv. Egg throwing at residents' windows – culprits known and parents visited.

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

- i. New Chair-person Mr Brian Wilson now in post.

c) Highways –

- i. Salt bin and spreader now delivered. Salt bag to be delivered to Village Hall Car Park within week.
- ii. Thanks expressed to County Councillor Geoff Lymer for bringing a satisfactory conclusion to works on Dover Hill.
- iii. Footpath on B2011 (North side), Battle of Britain site to Capel Street underway.
- iv. Courtwood Roundabout to pass Royal Oak the “cat’s eyes” requiring attention. Not visible in foggy weather or at night. Clerk to report on-line.
- v. The refreshment vehicle in layby by Courtwood roundabout a concern with lorry parking an issue. Cllr: Lymer to make further investigation with KCC, DDC and Police.
- vi. County Councillor Lymer - investigation on moving 40mph signs either end of village on New Dover Road (B2011) and payment from KCC Members’ fund.

d) District Councillor Scales and/or County Councillor Lymer

Councillor Lymer reported:

- i. Good result on Community Wardens and well supported on consultation. Their areas covered and historical hotspots would form part of a further consultation next year.
- ii. Libraries Public Consultation in near future with a view to bringing up to a modern age.

Councillor Scales reported:

- i. Bus shelters and bus route ongoing in conjunction with Bus partnership with Cllr: Lymer. Details of residents to be sent to Cllr: Scales to arrange a visit to sites and travel route.
- ii. 1, Old Dover Road planning issue. Correspondence sent from DDC as per website.
- iii. Local Development Framework now available on website.
- iv. Winter Service “back to back clearing” details to be made available.
- v. Western Heights planning due to go back to DDC Committee. AONB a concern and being brought forward with 2 developers supporting.
- vi. Salvatori, Preston, Canterbury, their lorry parking to be located outside village had been agreed with the loss of 73 houses and/or long term meadow.
- vii. Anaerobic Digester Plant at Cauldham Farm – nothing transpired, possibly due to kilowatts into grid changes. Planning application lasts for 3 years.
- viii. Satmar Buildings – planning application at Ivy Cottage for business use to be checked further with Enforcement Team on permitted development status.

e) Other

Town and Parish Meeting attended by Cllrs: Goble and Tutt. Items on agenda were rates increase and precepts and Police Watch.

7. **CORRESPONDENCE**

- a) Emergency Planning for Village – As Village Hall had already this in hand to bring community together if needed, it was agreed to offer Parish Council support to VHMC if required.
- b) Request from Capel WI to plant bulbs on B2011 in memory of a past member was agreed.
- c) Electoral Review of KCC – Boundary change to incorporate properties far end of village (opposite Valiant Sailor and/or Battle of Britain site). Meeting to be held in New Year with Cllr: Scales and Cllrs: Pilcher and Stone.
- d) Village Hall Management Committee – notification of next year’s rent of £207 annually.
- e) Dover District Council – notification of Off Street Parking Order.
- f) Kent Highway Agency – notification and maps for diversions on proposed works in Dover.
- g) Inspired Facilities – 6 Months Project Progress submitted.

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

Other received:

1. Christmas Card – Charlie Elphicke MP.
2. Christmas Card – Sue Nicholas, Chairman, Dover District Council.
3. Dover District Council - Community Resilience Emergency Plans.
4. Kent County Council – Community Wardens Update.
5. WI – Planting Memorial Bulbs
6. KALC – Electoral Review of Kent
7. Village Hall Management Committee – Annual Renewal Hiring Forms.
8. Dover District Council – Off Street Parking Places Order 2014
9. M20/A20 Road Closure Notifications and Maps.
10. Inspired Facilities (Sport England) 6 monthly Monitoring Form.
11. Brakes (Road Safety Charity) – Posters and Leaflets.
12. Dover District Council – Leaflet on Christmas waste collections.

13. SLCC (Society of Local Council Clerks) – 2015 Region Roadshow Programme.
14. HAGS/SMP – Leaflet of play equipment.
15. Dover, Deal and District Citizen Advice Bureau – AGM details and Newsletter.

8. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Pilcher, seconded by Cllr: Stone and signed by the Chairman, Cllr. Goble and Clerk/Responsible Finance Officer.

MONTH'S INCOME/EXPENSES

BANK BALANCES - DETAILS	B/fwd		C/fwd	NOTES
Bank Account (Reserve) Balance	19,401.87		16,903.44	
Bank Account (Current) Balance	443.12		596.48	
Bank Account (Community Project)	277.94		277.94	
TOTAL	20,122.93		17,777.86	
INCOME - DETAILS				
<i><u>Payments received and confirmed receipt into Bank Account</u></i>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
TOTAL				
EXPENSES - DETAILS				
<i><u>Invoices received and Payments to be made</u></i>	INVOICE	VAT	<i>Cheque No: or BACS/SO/DD</i>	NOTES
Viking – Ink Cartridges and paper	36.94	7.39	<i>BACS</i>	
Dover District Council – Grapevine Printing December	307.32		<i>BACS</i>	
Mr D Reed – Litter Clearing December	73.33		<i>Cheq: 1488</i>	
Mrs M Leppard – Salary	293.70		<i>BACS</i>	
HM Revenue & Customs – PAYE payment 3 months	206.60		<i>DD</i>	
Mrs P Barr – Donation to Baptist Church	15.00		<i>Cheq: 1489</i>	
TOTAL	932.89			

9. **PLANNING**

Applications Decided by Sub-Committee

40 Old Dover Road - Erection of single side extension to house swimming pool.

Resolved: No objection to this application.

Land fronting Varne Ridge Caravan Park, Old Dover Road – Erection of a “Peace” statue.

Resolved: No objections as long as it's erected on owner's land and the Parish Council are not subjected to any responsibility or liabilities. It's not visible from B2011 so shouldn't distract drivers. It may bring more visitors to Capel-le-Ferne! Also before installation, Planning Officers should make further enquiries and note any comments from Kent Downs AONB Unit, White Cliffs Countryside Partnership/Project, PROW Office – KCC, Natural England and Ecological Officer.

Applications Granted

50 Capel Street – Erection of a single storey rear extension and conversion of garage to form annex.

Applications Refused

2 Avondale Road – Erection of French doors and balcony to first floor front elevation and insertion of window to rear.

10. **MATTERS CONCERNING THE PARISH**

a) Councillors' Comments

- i. Cllr: Hale requested a Christmas tree next year on the Playing Field. Agreed in principle and Cllr: Hale would investigate this further regarding cost and position.
 - ii. Cllr: Stone requested the Parish Council show support for the Baptist Church holding Christmas Dinner for residents on their own. Agreed a donation of £15 be sent.
 - iii. Cllr: Hale requested use of the PROW Maps. Clerk to pass on.
 - iv. Fly-tipping junction of Old Dover Road and Winehouse Lane to be reported to DDC.
- b) Approved resolution to discuss any confidential issues in agenda item 12 – No items to discuss.

11. **DATE OF NEXT MEETING**

Tuesday, 20th January 2015 at 7.30pm.

12. **CONFIDENTIAL ITEMS**

No items were discussed.