

**MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL**  
**HELD ON 18<sup>th</sup> FEBRUARY 2014**

**Present:**

Cllrs; P Jones, C Norris, K Pilcher, J Stone and B Tutt, together with PCSO Gretel May.

Due to absence of Chairman, the Vice-Chairman Cllr: Norris acted as Chairman.

1. **APOLOGIES:**

Cllrs: C Goble, V Hale, G Titman, County Councillor Geoff Lymer, Kent Police Inspector Sean Pryor, Dave Bish (Community Warden), Frederick Scales (District Councillor) and Lynn Brisley (DDC Community Engagement Officer).

2. **DECLARATION OF PERSONAL INTERESTS**

None

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

4. **MINUTES**

The Minutes of the meeting held on 21<sup>st</sup> January 2014 were approved and signed by the Vice-Chairman, Cllr: Norris. Proposed by Cllr: Stone and seconded by Cllr: Tutt.

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

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

- Awaiting funding decision.
- Surface for zip-wire to be researched further.
- Capel Groundworks to be provisionally booked for footpath works to zip wire. Request for pathway to be re-enforced to take heavy vehicles crossing.

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

- Cross-trainer pedal fallen off, now repaired.
- Cllr: Pilcher reported from training session attended on play equipment inspections; Fencing and gates to display notices stating - dogs not permitted, Parish Council signs with location, telephone numbers and post code and out of order equipment signs, none use of red/white tape for safety reasons, springs on gate to be researched further.
- Cllr: Pilcher to start a regime to replace existing equipment.
- Clerk reported increase in Annual Inspection fees this year due to increase in equipment now on three (3) sites.

c) **Speeding issue on New Dover Road (B2011)**

- Clerk to notify volunteers on position regarding equipment sent away for repair.
- PCSO to check position with Equipment Device and status of repair.
- Application for funding to purchase own machine sent to Police Commission.
- Loaning equipment to other Councils and implications in transporting to be addressed further.
- Clerk to enquire further of other Parish Councils in District on their views and status.

d) **Land Allocation Document**

- Thanks were expressed to Parish Councillor Chris Norris for his excellent exertions in discussing the village response with the Government Inspector.
- The three (3) sites in the plan; Land to the south of New Dover Road, between Capel Court Caravan Park and Helena Road, Land to the north of the junction of Capel Street and Winehouse Lane and Land between 107 & 127 Capel Street, together with Capel-le-Ferne's designation as a Local Centre were discussed with the Inspector.
- The Inspector will now take into account the representations submitted.
- The Inspector to visit all areas in March and following the closure of the examination, will prepare a report with recommendations that will be binding.
- Planning Committee to form a working group to compile all paperwork into a folder, ready to build a case, on all sites, in plenty of time when report comes back for further consultation. This would be "a work in progress" and include traffic reports, flooding at Cauldham Lane, screening of ANOB areas New Dover Road, etc.
- It was reported that the Inspector conducted a very fair hearing.
- Details to be placed in Grapevine, stating the 3 sites in question.

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

e) Parish Council Vacancy

No nominations received. To be advertised again.

f) Other - None

6. **DELEGATES REPORTS**

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

- Communications continue to residents via email and Facebook page.
- Report from PCSO: Lorries broken into on New and Old Dover Road, number plate removed in Cauldham Close. Special constables continue to monitor speeding on B2011.

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

Nothing to report.

c) Highways – *Cllr: Brian Tutt*

- Problems encountered with gas renewal works in Cauldham Lane, road closure and flooding dealt with.
- Emergency repairs to pot-holes in County being carried out.
- No further flooding had been reported in the Village during the recent atrocious weather conditions.

d) Community Event 2014 - *Sub-committee*

- A maximum amount of £300 was agreed for the event for medals and other items if needed. Proposed by Cllr: Stone and seconded by Cllr: Pilcher. Agreed by all present.
- Rev. Brian Williams has agreed to bless the memorial stone.
- £5,000 from Kent County Council (Members Grant) to be used for the memorial and remembrance garden had been agreed.
- Request for helpers on the day.
- Clerk to invite Chairman Dover District Council to event. Cllr: Goble and Clerk to meet on day.
- Dog Show to take place during afternoon.
- Awaiting confirmation of Band and Memorial Stone (Cllr: Goble investigating).

e) District Councillor Scales and/or County Councillor Lymer

- No reports.

f) Other - None

7. **CORRESPONDENCE**

a) Grass Cutting – Contractors' Quotes for 2014:

Four (4) quotations received and details circulated to members. It was proposed by Cllr: Norris and seconded by Cllr: Tutt and agreed by all present, to accept Harmer and Sons estimate. Monitoring of any areas missed to be investigated further during the season.

b) KALC – Christmas and New Year Storms Reply:

Replies circulated and agreed by those present. These will be forward to KALC.

*At this point, meeting was temporarily suspended and resumed after 5 minutes.*

c) KCC – Community Warden for Capel-le-Ferne Update:

Councillors requested Clerk contact Kent County Council with regard to ascertaining percentage of time apportioned to other areas in District. Comments will be compiled and forwarded to County Councillor Lymer, Leader of KCC Paul Carter and Police Commissioner. There will be a lack of connection with local community, if Wardens are not replaced when they leave.

d) Kent Police - Scams conference 4th March 2014:

Cllr: Jones may be able to attend.

e) Other:

KALC Planning Conference – Saturday, 22<sup>nd</sup> March

Cllrs: Pilcher and Tutt to attend.

Other items and emails received (attached)

8. **Final Budget 2014/2015 and Period End Account**

Circulated and received by members present and agreed.

## 9. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Pilcher and seconded by Cllr. Tutt. Signed by Cllr. Norris and Clerk (RFO).

INCOME - DETAILS <u>Payments received and confirmed receipt into Bank Account</u> NONE				NOTES
EXPENSES - DETAILS <u>Invoices received and Payments to be made</u>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Viking Direct – Drawing pins, Ink cartridges, etc.	38.67	7.73	BACS	
Dover District Council – February Grapevine Printing	654.12		BACS	
Information Commissioner – Data Protection Registration	35.00		1463	
Mrs M Leppard – Salary: £280. Expenses (Retiring Councillor flower basket: £25)	305.00		BACS	
Mr D Reed – Litter Clearance February	72.08		1464	
TOTAL	1104.87	7.73		

## 10. **PLANNING**

### **Applications Granted**

Anaerobic Digester Plant – District Planning had conducted a thorough examination of plans and documents and those Parish Councillors that were present, were impressed with this, which indicated residents' requirements. It was reported that there was a lack of residents present, but their comments sent in, had been taken into account. Details of conditions that have been applied, still pending confirmation from Dover District Council.

### **Applications Decided by Planning Sub-Committee**

Little Oak, Green Lane – erection of a tree house and privacy screen: (Part retrospective).

Resolved comments:

*A tree house is apparently classed as an out building. The maximum allowable eaves height (according to the planning portal) is 2.5 metres and a maximum overall height of 4 metres with a dual pitched roof or 3 metres in any other case. If within 2 metres of the boundary it should not exceed 2.5 metres. No verandas or balconies but decking of 300 mm is acceptable". Assume it therefore complies with these regulations. Without dimensions it is hard to comment objectively on this application as it does not include other relevant details. This structure appears to be rather close to the neighbouring boundary giving rise to privacy problems with overlooking. It appears from the application that a screen is still to be constructed; we can only assume that this will be erected between the Den and the adjoining neighbour. Dover District Council need to ensure the privacy of neighbouring properties is protected. Difficult to determine if the structure is sound from photos as no further details are attached. Does it comply with Health and Safety Regulations?*

## 11. **MATTERS CONCERNING THE PARISH**

- Cllr: Jones to check trees monthly and CCTV operation.
- Regime to look at existing equipment for replacement: Cllr: Pilcher to research further and Cllr: Norris to obtain children's opinions.

## 12. **DATE OF NEXT MEETING**

Tuesday, 18<sup>th</sup> March 2014 at 7.30pm.

Apologies; Cllrs: Stone