

**MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL**  
**HELD ON 21<sup>st</sup> JANUARY 2014**

**Present:**

Cllrs; V Hale, C Norris, K Pilcher, J Stone and B Tutt, together with Frederick Scales (District Councillor).

Due to absence of Chairman and Vice-Chairman (arriving later), Cllr: Tutt proposed and seconded by Cllr: Stone, that Cllr: Pilcher act as Chairman, until Vice-Chairman Cllr: Norris arrived. This was agreed by all present.

1. **APOLOGIES:**

Cllrs: C Goble, P Jones, G Titman, County Councillor Geoff Lymer, Kent Police Inspector Sean Pryor, PCSO Gretel May, Dave Bish (Community Warden) and Lynn Brisley DDC Community Engagement Officer

2. **DECLARATION OF PERSONAL INTERESTS**

Cllr: Hale declared an interest in part of item 11 – Planning

3 & 4. **PUBLIC ADDRESS TO COUNCILLORS** – 2 requests received.

(1) AJ from Dover District Council addressed the meeting on new dog control measures summarising on 5 key areas.

- (i) 3 Enforcement Officers available to implement fixed “on the spot” fines of £50, which can be increased to £80 if Parish Council agrees. This was agreed.
- (ii) Up for consultation – ban of dogs in enclosed play areas, which was proposed by Councillors and agreed.
- (iii) Inclusion of “dogs must be on leads” at the Battle of Britain site to be in bye-laws which are to be brought up to date.
- (iv) Dog fouling – restrictions on all public areas, including grass verges proposed and agreed.
- (v) Enforcement if owners fail to clear-up. No objections to these “no fouling” restrictions.
  - Officers will be in operation 7 days a week.
  - Litter enforcement to apply if left in hedgerows etc.
  - Agreement was to include “dog exclusion” in two areas on Lancaster Avenue Playing Field, junior play area and skate park. Dover District Council to supply notices on 3 gates. Agreement was also reached to pay 50/50 cost, depending on amount, if required.
  - Request to Officer for checks to be made on control of dogs causing nuisance, when school’s walking bus in operation, i.e. 8.35am and 3.00pm at Playing Field. This would be noted and checked further by Enforcement Officers. PCSO and Community Warden to also be requested to check, when on duty.
  - Orders will be reviewed periodically in future and more communication between Enforcement Officers and Parish Council was agreed, in order to give feedback on what happens in the village.

(2) Resident requested the repair of white flower box on Old Dover Road that had fallen from gate. It was agreed by members to have all boxes checked by Capel Groundworks and repaired accordingly. Proposed by Cllr: Tutt and seconded by Cllr: Stone and agreed by those present.

5. **MINUTES**

The Minutes of the meeting held on 17<sup>th</sup> December 2013 were approved and signed by the Acting Chairman, Cllr: Pilcher. Proposed by Cllr: Hale and seconded by Cllr: Tutt.

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

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

Lottery application submitted for funding to complete last part of Project, i.e. installation of a zip wire and petanque court, to include footpaths to these areas.

In order to get the project finalised, the Parish Council to pay any shortfall balance was proposed by Cllr: Stone. This was discussed and decided to defer until next meeting when grant funding would be known.

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

- Water had drained away substantially under infant swings in play area. Agreed to be monitored.
- Cross trainer at gym to be repaired by TGOGC – already contacted and reported.
- Skate-park sign “Inferno”, fixing bolts require cut back. Cllr: Pilcher agreed to carry this out.
- Re-painting areas of teen shelter on-going. Clerk to remind contractor.
- Tree fallen down by BMX hurdles. Cllr: Hale and member of public agreed to remove.
- Litter bin by skate-park continually full and possibly not being emptied by collection contractors. Clerk to inform Dover District Council waste collection services.
- BMX Ramp to be monitored by Cllr: Pilcher on encroachment of vegetation.

b) Speeding issue on New Dover Road (B2011)

First session had taken place successfully and media coverage given to press. Initial results proved affective with cars noticeably slowing down, both on B2011 and Capel Street.

Members were informed of Guy Rollinson observation from photo taken: Sign needs to be slightly closer to highway and turned towards drivers more.

A proposal was made by Cllr: Stone to purchase Parish Council’s own machine (cost £1,945.00), due to inconvenience of trying to loan one. It was agreed to ascertain when the machine would next be available and possibility of sharing with another Council and then, proposal was to be addressed further at the next meeting.

c) Land Allocation Document

Working party report had been circulated to members and a summary of the document’s contents discussed.

- In 2008 the proposal was for village to be a “local centre”. This had now changed and requirement was to get it reversed back to “village” status. This related to changes of circumstances in village now, i.e. some definitions did not meet criteria, so the area would best fit that now of a village.
- Comments had been made on document as to changes of land allocated since 2008 and what is now required, 6 years on, taking into account change of environment and situations.
- The working party reported that Cllr: Norris was representing the Parish Council at the Government Inspectorate Hearing on 31<sup>st</sup> January 2014. The Inspector would make final decision on the Plan in due course, once he had heard all statements.

Councillors accepted the document, proposed by Cllr: Pilcher and seconded by Cllr: Stone and agreed by all present.

A change to the Notice posted in the village was agreed to include more detail, together with a letter to Programme Officer to confirm representation and support. Clerk would carry this out.

d) Stagecoach Bus Services and Shelters

Invitation to Stagecoach representative to view bus routes with residents, awaiting better weather conditions.

e) Other - None

## 7. DELEGATES REPORTS

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

- Report from PCSO – Males knocking on doors regarding storm damage repairs to roofs, jewellery stolen from stall at Village Hall and burglary at Royal Oak Public House.
- NHW notifications continue to be sent by Email, Facebook Page and inserted on website.

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

Nothing to report.

c) Highways – Cllr: Brian Tutt

- Notification received of complete road closure in Cauldham Lane (pedestrian access only) to carry out gas renewal works.
- Gas contractor’s compound, end of Winehouse Lane, will be in situ for at least 4 weeks.
- Lorries travelling through village envisaged whilst repairs to A20 being undertaken. This was causing concern to many villagers, by way of noise and route being taken. Clerk had contacted Highway Agency and Kent Highways on this issue. Police had also been informed of speeding of Lorries at night.
- Snow clearance farmer out of hospital.

d) Community Event 2014 - Sub-committee

- A grant for the war memorial had been submitted to County Councillor Lymer.

7. **DELEGATES REPORTS** continued

e) District Councillor Scales

- Cllr: Scales expressed thanks and pleasure that many residents and Councillors had attended the recent DDC Planning Committee meeting on the Anaerobic Plant. Views on noise, smells and management had been discussed and a balanced decision made. This application was passed by the Committee with conditions which were still being finalised by Officers.

f) Other - None

8. **DRAFT BUDGET 2014/2015**

This had been circulated to Councillors prior to meeting for consideration.

Discussion on areas of expense and the need to reflect enough precept for 2014/2015 to take into account;

- Income over Expenditure deficit.
- The grant from Dover District Council lower this year and may not be available in future years.
- Use of built-up carried forward balance being used and declining.

a) Agree Final Budget

Following calculations replicating the above comments taken into account, a proposal by Cllr: Tutt to increase the Precept for 2014/2015 by £2 p.a. per household was agreed by all present.

This represented £15,923 resource requirement - £15,032.73 plus Grant £895.27.

(An 8.87% increase).

b) Review and Confirm Grapevine Advert Charges 2014/2015

The following was agreed by those present;

Half and quarter page sizes an increase of £2 each to £38 and £22.

An increase of 50p each to £15 and £10 for sizes 9cm x 7cm and 9cm x 3.5cm.

c) Review and Confirm Salaries 2014/2015

The following was agreed by those present;

Litter Clearance increased from £865 to £880 per annum.

Clerk's Salary increased from £4,200 to £4,350 per annum.

9. **CORRESPONDENCE**

a) A letter of resignation had been received from Madeleine Thomas and was read to members, who accepted, with much regret. It was proposed and agreed by those present, that the Clerk write to Mrs Thomas thanking her for services over 11 years and to send some flowers.

b) Training –

(i) Cllr: Hale requested attendance at Employment Law Conference (KCC Legal Services). This was agreed by those present.

(ii) Request for a member to attend Community Partners for FAST (Family and Schools Together Programme). – There were no nominations.

- Annual renewal of Village Hall Hire of Village Hall received, signed and returned.
- Kent County Council – Community Wardens' Area Manager. Notification received that Chantal Blythe would not be returning from maternity leave. Councillors requested clarification on "appropriate cover" for Capel-le-Ferne. Clerk to investigate further.
- Kent County Council Consultation – Road Casualty Reduction Strategy for Kent. Cllr: Stone agreed to compile a collective reply from Parish Council.

Other items and emails received (attached)

## 10. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

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

<b>INCOME - DETAILS</b> <b><u>Payments received and confirmed receipt into Bank Account</u></b> NONE				<b>NOTES</b>
<b>EXPENSES - DETAILS</b> <b><u>Invoices received and Payments to be made</u></b>	<b>INVOICE</b>	<b>VAT</b>	<b><i>Cheque No: or BACS</i></b>	<b>NOTES</b>
Capel Groundworks – Installation of benches	820.00	164.00	BACS	
Village Hall Management Committee – Speed Watch Training Meeting	14.95		001458	
Dover District Council – Lease/Rent Playing Field	112.50		BACS	
Minster Parish Council – Playground Inspection Training (K Pilcher)	30.00	6.00	001459	
Keith Tait Tree Surgery – Removal of trees	490.00	98.00	001460	
Evolution Skate-park Ramps – Sound Proofing	1,396.75	279.35	BACS	
Mr D Reed – Litter Clearance January	72.08		001461	
Capel-le-Ferne Primary School Gardening Club (Tree Planting)	30.00		001462	
Mrs M Leppard – Salary	280.00		BACS	
<b>TOTAL</b>	<b>3,246.28</b>	<b>547.35</b>		

## 11. **PLANNING**

### **Applications Granted**

20 Cauldham Close – erection of a two storey side extension (existing flat roofed extension to be demolished).

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

### **Applications Awaiting Decision**

Cliff Top Café, Old Dover Road – erection of a first floor extension incorporating a balcony to accommodate a one bedroom flat.

Resolved by Parish Council Planning Committee: Concerns to this application relating to the following: - Will affect view of coast line and the sea which is un-interrupted and would spoil the view for residence/residents in Old Dover Road. - Would change the feel of the location. Not in favour of this development with a flat felt roof - affecting Area of Outstanding Natural Beauty. Will or could affect English Heritage and Coastal Pathway. Site has history of subsidence. Area closed a few years ago due to instability. Further weight on this site would surely make the situation re-occur. This area prone to subsidence and movement and could affect cliff movement. Height concerns of building from road. Would be nice not to see roof - planting of shrubs should be considered that are green. A flat roof just above ground level would be a target for children to climb on. Key reservation is the robustness of the building bearing in mind its exposed position. Dover District Council Building Control would need to take a close interest.

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

Awaiting decision by Parish Council Planning Committee

## 12. **MATTERS CONCERNING THE PARISH**

- White Cliffs Café – New roof installed and believed being put back as it was originally.
- Free Newspapers – residents' enquiry received. Joe Kasper (Folkestone Herald reporter) present at meeting confirmed, there would be no more free deliveries of newspapers. To be inserted into Grapevine.

## 13. **DATE OF NEXT MEETING**

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

*Apologies; Cllrs: Goble*