

**MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL**  
**HELD ON 19<sup>th</sup> FEBRUARY 2013**

**Present:** Cllrs: R Blake, L Clements, P Jones, C Norris (Vice Chairman), K Pilcher, J Stone, M Thomas, B Tutt, and Frederick Scales (District Councillor), together with Geoff Lymer (guest and anticipated County Councillor).

1. **APOLOGIES:** Cllrs: C Goble (Chairman), Chantal Blythe (Rural Community Warden on maternity leave) and PCSO Gretel May.

4 c) **Dover District Council housing development plan Capel Street**

The meeting opened with residents (in excess of 65 people) addressing the Councillors regarding the Land Allocations Pre-Submission Local Plan document (formerly Land Development Framework) that had been notified by email from Dover District Council in December.

Cllr. Norris informed the meeting of the history of this public consultation document since 2008, when the Government request was for District Councils to identify housing development over a 20 year period. More than 1,000 houses were originally identified in Capel. Public meetings, displays, leaflet distribution and inserts in the village newsletter had been held during the period 2008 – 2010, following which the Parish Council formed a sub-committee to respond to the land development. It was finally agreed in 2010 following a lot of work and a second consultation, that three sites could be identified as potential development areas with indicative figures and other stipulations for these sites being included in a letter of response. These sites were two in Capel Street and part of land at rear of Helena Road off the B2011(New Dover Road). Consequently this was agreed by the Council at the time and the letter was duly submitted.

The meeting was then informed that this document was not a planning application and when one was submitted by a land owner, would be the time to indicate exactly what Capel would want and/or object or accept, depending on content.

Disappointment was indicated in how the Land Allocations Pre Submission Local Plan had been communicated in December to the Parish Council and the Parishioners, therefore the village had been denied the appropriate time to understand the content of this important document and to ascertain everybody's views and comment accordingly.

Residents were then invited to comment and the following were highlighted:

- The inclusion of social housing a concern.
- A rural area and the need to maintain this i.e. hedgerow removal, wildlife, etc.
- The lack of facilities, i.e. doctor's surgery, infrastructure, capacity of school etc.
- On-going drainage and flooding issue in Capel Street area.
- Highway issues, i.e. parking, width of road and congestion on Capel Street and speeding and weather conditions on B2011.
- No information given to residents and no notification of meetings on website, i.e. agenda of meetings; Clerk reported this would be included in future a week prior to meetings. Councillors replied; public consultations on this had been done as described previously. The issue made by residents being, "new residents" were not made aware of the proposed developments during recent years.

A petition had been delivered with in excess of 517 names objecting to any development in the village. The general consensus of opinion from the residents was a "no development" perspective and that the Parish Council, as an elected body of the village, should support this.

Following considerable discussion, this was subsequently agreed by Councillors and a letter to Dover District Council would be compiled to reflect this view. It was agreed that Cllr: Norris and Cllr: Pilcher would formulate the letter, with consultation between other Councillors.

Apologies were given to Andy Jarrett, Better Places Limited (Regeneration and Town Planning Services, Canterbury), who had attended meeting with the intention of addressing the Council regarding his Client's Land at Cauldham Lane. Clerk requested to send a letter of apology.

**The Councillors then continued with the business on agenda:**

Due to time constraints, it was agreed to discuss only urgent items and to hold a further meeting on Tuesday, 26<sup>th</sup> February to complete other agenda items.

2. **DECLARATION OF PERSONAL INTERESTS**

None.

3. **MINUTES**

The Minutes of the meeting held on 15<sup>th</sup> January 2013 were approved and signed by the Vice-Chairman, Cllr: Norris. Proposed by Cllr. Jones and seconded by Cllr. Stone.

5. **DELEGATES REPORTS**

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

- Dave Bish introduced himself to meeting as the relief Community Warden for Chantal whilst she was on maternity leave. He informed meeting he would be working in Capel three days a week.
- He was getting to know people and found it to be a friendly village.
- Two fly tipping incidents of furniture reported.
- Two elderly resident concerns dealt with.
- Two burglary victims visited.
- School run issue – working with school and KCC Road Safety. Parking on zig-zags - banners to be installed on school gate, together with giving out leaflets. This would be done in conjunction with the Parking Services with issuing of tickets.
- Speed-check equipment and monitoring (SID “Speed Indication Device”) to be undertaken on main B2011 road and Capel Street.

b) Highways – *Cllr: Brian Tutt*

- Wooden posts and hedges in Capel Street to be discussed further at next meeting.

d) District Councillor Scales

- Switching off surplus lighting included sixty lights at Farthingloe Road area.
- Areas for consideration in reply to Land Allocations Pre-Submission Local Plan document that would be compiled by Cllrs: Norris and Pilcher; Loss of hedgerows, social housing, traffic (potential extra 120 cars), drainage, narrow plot and density of village.

6. **CORRESPONDENCE**

- d) Grass Cutting Tenders – Four quotations had been received and these were circulated. It was agreed to accept Harmer and Sons Grounds Maintenance Limited at a cost of £3,000 per annum.
- e) Litter deposited on Cliff top. Evidence found in rubbish had been reported to Dover District Council for further investigation. Rubbish had now been cleared by Mr David Reed. Clerk requested to forward a letter of thanks to him.
- f) Other items received (*attached*)

8. **CHEQUES**

The following cheques were approved and authorised:

Proposed by Cllr. Stone and seconded by Cllr. Jones.

Signed by Cllr: Norris, Clerk Mrs M Leppard and Cllr: Thomas.

	INVOICE	VAT	Cheque No:
Dover District Council – Grapevine printing	803.99	80.53	001413
Viking Direct – Ink cartridges	36.96	7.39	001414
D Reed – Litter Clearance	72.08		001415
M Leppard – Salary	273.46		Direct Debit
Total	1186.49	87.92	

11. **DATE OF NEXT MEETING**

Tuesday, 26<sup>th</sup> February 2013 at 7.30pm.

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**HELD ON 26<sup>th</sup> FEBRUARY 2013**

**Present:** Cllrs: R Blake, L Clements, P Jones, K Pilcher, J Stone, M Thomas, B Tutt, and Frederick Scales (District Councillor)

1. **APOLOGIES:** Cllrs: C Goble (Chairman), C Norris (Vice Chairman), Dave Bish (Rural Community Warden) and PCSO Gretel May.

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

Clerk requested nominations for a member of the Council to chair the meeting, due to the Chairman and Vice-Chairman being absent.

First ballot: Nominations Cllr: Pilcher and Cllr: Tutt ((proposed and seconded). Three votes for each with one abstention.

Second ballot: Nominations Cllr: Pilcher and Cllr: Tutt (proposed and seconded). Three votes for Cllr: Pilcher and one for Cllr: Tutt, with three no votes.

Cllr: Pilcher duly elected and took the Chair for the meeting.

4. **MATTERS ARISING**

a) Future Outdoor Recreational Facilities - Community Warden/Lynn Brisley

- More hedgerow, shrubs and trees need to be removed on central area before commencement of any work. Veolia to be asked again and/or Mr Brisley offer to carry out work required was agreed. Request for Mr Brisley to hire a chain-saw was also agreed.
- Awaiting Capel Groundworks to install paths. Paths to be 1.5 metres as per Planning Application. District Cllr: Scales to make further investigations.
- Quotations considered for supply of Outdoor Gym equipment; The Great Outdoor Gym Company - £45,000 ex VAT, Monster Play - £43,000 including fencing, Wicksteed - £30,580 no disabled supplied. Cllr: Pilcher and Mrs Brisley had visited sites to view various equipment installation and reported that TGO equipment was a preferred choice, now offering quality of steel now British, a coastal coating, 3 year maintenance and 10 year guarantee. It was proposed by Cllr: Stone and seconded by Cllr: Pilcher and agreed to accept The Great Outdoor Gym Company "Option 1" design.
- Planning Application now granted. Noise issue for skate-park that was mentioned on notification, to be dealt with DDC Planning Department and Company by Mrs Brisley.

b) Black Historic Board

Responses from Jon Iverson, Dover District Council, on questions raised by Councillors were accepted and the "partnership" with Dover District Council to reinstate board was agreed. Clerk to write confirmation and acceptance.

Grass Cutting Tenders

Clerk briefly read through the "letter of intent" that would accompany the confirmation of acceptance letter. This was agreed.

5. **DELEGATES REPORTS**

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

- Leaflet for distribution to residents had been circulated to Councillors. More work and review was required on this and a meeting would be arranged to organise a "come and join us" event. A tear off slip to indicate attendance to be included. Cllr: Pilcher and Stone offered their assistance.
- Public and community involvement was required to be communicated to all.
- Suggestion of forming a sub-committee to deal with NHW and offer feedback from residents.
- Rubbish in garden of property in Cauldham Lane were circulated and Cllr: Scales informed meeting he would raise this issue with Dover District Council.

b) Village Hall Management Committee – Cllr. J Stone/Clerk Minutes received.

c) Highways – Cllr: Brian Tutt

- Complaints received and reported on properties in Capel Street with hedges etc overhanging highway. Most of these had now been cut back following communication from Kent Highways.
- Parking on grass verges – suggestion that posts are installed to alleviate the damage being encountered at top end of Capel Street and junction of Alexandra Road/Capel Street. Investigations with KCC that it would cost approximately £600.00 for two posts to be supplied and fitted. This method was agreed in principle, but further enquiries into applying for a grant via Bryan Cope's Members' Highway funding and also, informing residents in Grapevine that this was being considered was proposed by Cllr: Stone and seconded by Cllr: Pilcher.
- Transverse cracks in B2011 between junction with Old Dover Road and Helena Road to be reported on Kent Highways Reporting fault system by Clerk.

d) District Councillor Scales

- Invitation to attend "Twenty's Plenty" (National Lobby Campaign) on Wednesday, 27<sup>th</sup> February @ 7pm at Deal Town Hall. Cllr: Blake agreed to attend.
- Street lighting (switching off) to be discussed at next meeting.

e) Other - Nothing to report.

## 6. **CORRESPONDENCE**

Battle of Britain event on Saturday 8<sup>th</sup> June – Email received from Malcolm Trigg that they have been requested to be involved in the Folkestone Air Show. The organisers will be using the Capel end of the display line as a turning area. The enquiry was for Capel-le-Ferne village to be involved. It was agreed this would be good idea and Clerk would reply accordingly, suggesting a "programme" be put together and placement of an insert into Grapevine newsletter.

Zurich Municipal Insurance – claim reimbursement had been received for repairs to damage in August 2012. This was for a total amount of £2,049.30.

KCC Countryside Access Service - notification of changes to the management of public rights of way in Kent, i.e. reduced number of area officers and increase in number of staff dealing directly with delivery of maintenance etc.

Andy Jarrett, Better Places Limited (Regeneration and Town Planning Services, Canterbury) – request received to address the Parish Council at the next meeting in March. This was agreed.

## 7. **FINAL BUDGET 2013/2014** already circulated and agreed.

## 9. **PLANNING**

### **Applications Withdrawn**

18 Alexandra Road – erection of a single storey rear extension and construction of decking

### **Applications Received** ( both awaiting sub-committee decisions)

3 Capel Street – Change of use and conversion to 2 dwellings. Erection of front and rear dormer roof extensions, two storey side extension and rear conservatory (existing conservatory to be demolished.

Great Satmar Farmhouse, Satmar Lane – erection of single storey rear extension (existing extension to be demolished).

## 10. **MATTERS CONCERNING THE PARISH**

- Availability of training for Councillors and Clerks to be placed on Agenda. Clerk to make further enquiries on this, i.e. David Randall, DDC.
- Confidentiality and improvement of communication strategy to be placed on Agenda.
- Concerns expressed on driveway issue with property junction Victoria Road/Lancaster Avenue, causing mud on highway pavement. PCSO to be requested to monitor.
- Coronation Day, combined with unveiling of plaque, to be placed on agenda. Enquiries to be made on Cllr: Goble's return on situation with provision of plaque from Capel Groundworks.
- CCTV responsibility change from VHM to Parish Council to be investigated by Clerk further and placed on agenda. Cllr: Jones to supervise up-grading of system that had been agreed.

## 11. **DATE OF NEXT MEETING**

Tuesday, 19<sup>th</sup> March 2013 at 7.30pm.