

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 19th MARCH 2013

Present: Cllrs: L Clements, C Goble (Chairman), P Jones, C Norris (Vice Chairman), K Pilcher, J Stone, M Thomas, B Tutt, PCSO Gretel May and Frederick Scales (District Councillor).

Thanks expressed by Chairman to Cllrs: Norris and Pilcher for taking the Chair at previous meetings in his absence.

1. **APOLOGIES:** Cllrs: R Blake, Dave Bish (Relief Community Warden) and Chantal Blythe (Rural Community Warden on maternity leave).

2. **DECLARATION OF PERSONAL INTERESTS**
Cllr. Stone on CCTV item.

3. **PUBLIC ADDRESS TO COUNCILLORS**

- **Andy Jarrett (Director of Better Places Limited) regarding Land at Cauldham Lane:**
Representation was made and explanation given. This was being considered by his client to put forward to Dover District Council as land in situ for probably 10 dwellings (not 22 as originally planned) to reduce density. Comments made by Mr Jarrett that they were conscious of objections to housing development in the village, especially access and they aim to address this issue. Plan produced by architect was circulated. The site is .76 hectares, just under 2 acres. Dwellings planned would be mixed bedroom sizes, 70% private and 30% affordable. Meeting discussed the footway non-existence and that boundaries of other properties are close to road and would also need to be addressed. Councillors informed Mr Jarrett that any proposals would need to go to Dover District Council Planning Department in the first instance for consideration and to accommodate needs. Parish Council will consider any application received, bearing in mind the issue of the footpath. Thanks expressed to Mr Jarrett for his presentation.
- **Adrian Tripp (resident):**
 - 1) - Lack of information printed in the Grapevine newsletter on crime - resident was informed that the Parish Council and Grapevine Editor are not always privy to some information, owing to on-going Police investigations, but would endeavour to try and make residents aware of incidents that occur via reports from the Police Community Support Officer and Community Warden.
 - 2) - Classification requested on meaning of the status of the village now as “a Local Centre”. District Councillor Scales responded that one of the first aspirations of the Parish Council to the Local Development Framework and the Core Strategy in 2008-2010, was to go for a “little growth” and have some aims and hopes that it would enable the village to preserve/acquire additional facilities, i.e. post office, doctor’s surgery, chemist facilities, enhanced bus services, etc.

4. **MINUTES**

The Minutes of the meeting held on 19th and 26th February 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr. Stone and seconded by Cllr. Tutt.

5. **MATTERS ARISING**

- a) **Outdoor Recreational Facilities** – Work to remove further hedgerow and trees on the Playing Field would be undertaken within the week, in connection with progression to advance the venture. This was in view of requests received from residents to change the situ of the Project site and to comply with Dover District Council’s Planning Application Approval that a clear view of the gym and skate park area was necessary from a “safety aspect”. The work would be undertaken by some residents who had kindly volunteered their services and the Parish Council expressed their thanks accordingly to them, also to Frederick Scales and especially Lynn and Colin Brisley. Debris disposal following removal was discussed and the possibility of a bonfire – this was subsequently dismissed. Cllr: Scales offered to enquire if Hope Farm would collect and dispose of, in machinery on their site. Councillors were informed that planting replacement trees would form part of the Project in due course. Sub-committee would decide a tendering process for tarmac work with Cllr: Norris.
- b) **Black Historic Noticeboard** – Cllr: Scales to make further enquiries with DDC on progression.
- c) **CCTV and Responsibility** – Appointment to be made with NSL Security (Mark Hughes) to carry out first stage of installations as previously agreed.

5. **MATTERS ARISING continued**

- d) Street Lighting – see item 6d.
- e) Councillors and Clerk Training – courses of various types available via Kent Association of Local Councils. Membership Fee payable to join, but new charges still to be confirmed, due to end of financial year. This would be on agenda for next meeting when a final decision would be made.
- f) Strategy for improving future communication and confidentiality – A suggestion was made and agreed, to add an item to agenda, for receiving residents and their comments for 10-15 minutes at beginning of each monthly meeting. More information to be placed in Grapevine newsletter and a sub-committee was formed of Cllrs: Norris, Pilcher and Stone to further improve a better way of communication. Also agreed, confidentiality to be investigated further and monitored. Contact would be made with Dover District Council Monitoring Officer and reported back accordingly.
- g) Coronation Day celebration combining Fields-in-Trust plaque unveiling – Plinth now in stock from supplier and is about 3ft high. It was agreed this be located on Lancaster Avenue side of Playing Field, adjacent to Black Historic Noticeboard. Date to be arranged for installation, unveiling would possibly be sometime in August in conjunction with a Coronation Day event. Sub-committee to be formed at next meeting to organise this.
- h) Other - Comment made regarding recent petition sent to Dover District Council following their consultation on housing development plans in Capel Street: the document forwarded included some duplications, children and non-villagers.

6. **DELEGATES REPORTS**

- a) Neighbourhood Watch – *Community Warden/PCSO and/or Cllr: Jones*
 - As a start to revitalise the NHW, sub-committee of Cllrs: Jones, Pilcher and Stone would be arranging a meeting of residents to discuss further ideas, together with an insert into Grapevine newsletter, flyers and posters. PCSO May would be attending as many meetings as possible. Lack of communication from Kent Police mentioned, in view of email received from Ann Barnes (Kent Police & Crime Commissioner), – Clerk to forward response and copies of previous corresponding emails for her information.
- b) Village Hall Management Committee - *VHMC Minutes*
Nothing to report
- c) Highways – *Cllr: Brian Tutt*
 - Parking on grass verges is still causing considerable damage in various places, with unsightly consequences. Providing wooden posts to the “Highway Verges” to be considered to areas of concern and investigation on securing funding of approximately £2,000 to be sought in new financial year with a County Members’ Grant.
 - Reported to Kent Highways - transverse cracks to surface on B2011. Response read to meeting that no action would be taken. It was discussed further that these cracks require cleaning and sealing. This would be monitored further.
 - Missing cats’ eyes on B2011 between Courtwood Roundabout and Old Dover Road near the Royal Oak Public House to be replaced.
 - Letter of thanks to be sent to Alan and David Daniels on recent clearance of roads during snow.
 - Highway Agency to close lay-bys at Courtwood Roundabout. PCSO to monitor and notify any future problems with HGV parking.
- d) District Councillor Scales
 - Cllr. Scales reported, following his attendance at a recent KCC Joint Transport meeting, on a “pilot scheme” planned to switch unused street lights off to save money. The only area in the vicinity of Capel being considered at the present time, which may affect local residents, would be a stretch of road between Maxton and Farthingloe, near Dover. As stated this is a pilot scheme that will probably last for a year, when views will be sought by way of public consultation. Consideration to be given to request Capel made exempt if traffic diverted at any time and this could be included when put to public consultation.
 - Neighbourhood Planning – following a presentation attended, Cllr Scales strongly advised Councillors to consider going ahead with a Plan to include building, works and infrastructure within village in conjunction with residents. This can be a long process and costly, approximately £3,000. Cllr. Scales to make further enquiries for Dave Whittington, Dover District Council, to talk to Council.
 - Satmar Lane issues – no replies received. Cllr. Scales to investigate further.

6. **DELEGATES REPORTS continued**

e) Other

- Cllr. Stone reported on recent meeting attended of South Kent Coast Clinical Commissioning Group (CCG) at which she had offered the Village Hall premises, with adequate parking and sit in hall for waiting, as a pilot site for the provision of health screening services on a community basis. Councillors requested Clerk to send letter to reiterate this on their behalf as a good idea.
- Reduced energy cost scheme, as mentioned in previous Grapevine newsletter, is promoted on Dover District Council website.

7. **CORRESPONDENCE**

d) Other items received (*attached*)

8. **CHEQUES**

The following cheques were approved and authorised:

Proposed by Cllr. Tutt and seconded by Cllr. Pilcher.

Signed by Cllr. Goble, Cllr. Tutt and Clerk Mrs M Leppard:

	INVOICE	VAT	Cheque No:
D Reed – Litter Clearance	72.08		001416
Viking Direct – Ink Cartridges and Paper	40.20	8.04	001417
Information Commission – Data Protection	35.00		001418
M Leppard – Salary	273.46		<i>Direct Debit</i>
Total	420.74	8.04	

9. **PLANNING**

Applications Received

3 Capel Street – Change of use and conversion to 2 dwellings.

Not approved for following reasons: 1) This area defined on the West of Capel Street is set by detached bungalows. The proposal is not in keeping with the surrounding area and would be over developing. 2) We do not agree with the content within the access statement that the proposal will enhance the present building. 3) There are concerns on the amount of overlooking this proposal includes, about the number of first floor windows overlooking other properties and the erection of a second crossover onto that part of Capel Street. 4) We disagree with the proposed appearance, with the use of a stock multi red brick in lieu of rendered finish as the existing buildings. 5) Concern with parking. Currently there is parking for 3 cars; whilst accommodation is planned to double car parking facilities only increase by 1, reducing average car parking space by 1 per unit. 6) On street parking is restricted and would not cope with additional residents and visitors cars. The road is narrow and busy, being a main access to the school and village; traffic issues here are the bane of local residents. Parking and access provisions, which would need to be considered very carefully, as the top of Capel Street can be a fast bottle neck. 7) Creation of a second drive would exacerbate the problems, therefore if planning permission is to be granted recommendation is that current access is adapted to provide a shared drive with common access. 8) Health facilities are not within walking district and few (if any) are on a direct bus route; educational facilities are nursery and primary school only. Access to Folkestone is via the steep Dover Hill; whilst experienced cyclists cope it is a challenge for the majority of cyclists, implying cycles will be used within the village only (or transported by car for use elsewhere).

Great Satmar Farmhouse, Satmar Lane, Erection of single storey rear extension.

No objections

- Cllr. Scales requested to make further enquiries at DDC Planning Committee meetings on problems encountered with access to plans on website, including delay in documents being placed thereon.

10. **MATTERS CONCERNING THE PARISH**

- Following on from recent public consultation process on Pre-Admission Land Allocation, views requested on obtaining copy of responses that DDC would have received from residents. These must be on a database somewhere.
- In view of Bryan Cope not standing again as County Councillor, meeting was informed of a High Tea event being held at Farthingloe.
- Thanks expressed to Andy Jarrett and residents for attending meeting and taking an interest in procedures etc.

11. **DATE OF NEXT MEETING**

Tuesday, 16th April 2013 at 7.30pm. (*Apologies from Cllr. Pilcher*)