

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 15th APRIL 2014

Present:

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

1. **APOLOGIES:**

PCSO Gretel May, Community Warden Dave Bish and Lynn Brisley (DDC Community Engagement Officer).

2. **DECLARATION OF PERSONAL INTERESTS**

None

3. **PUBLIC ADDRESS TO COUNCILLORS**

Councillors received Rev Brian Williams to discuss issues with upkeep of St Mary's Churchyard. The following was highlighted:

- Following an inspection by Insurers, the meeting was informed that certain criteria had been recognised as requiring attention from a Health and Safety aspect.
- The Parochial Church Council is responsible for the upkeep and insuring of the Churchyard, which remains open. (St Mary's Church now being redundant and maintained by Conservation Trust).
- The Churchyard requires regular upkeep, by keeping the grass short, monuments safe and paths free of growing moss to alleviate personnel injury claims.
- The issues have to be met if terms and conditions of Insurers are to be complied with.
- In the past, volunteers have kept it tidy, but there are now legal obligations to Health and Safety of these.
- One quote received from a contractor was shared with members of £695 per annum.
- Burial comparison charges related to members - contribution from families suggested, but Vicar reluctant to request this. A fall in St Radigund's congregation was also shared.

The Churchyard still has burial places so cannot close. At present the Churchyard looked well kept, but Rev Williams requested contribution assistance from Parish Council towards the future upkeep, by way of either a one off payment or long term permanent solution.

Members suggested;

- Community Workers - Reported there was no guarantee they would turn up, rules and regulations also apply on what they can do and equipment availability.
- Investigations on how other Churches deal with this – Reported some asking bereaved, need to be passed as a motion or asking Parish Councils.
- Contingency plans and what has been carried out by Parochial Church Council to deal with situation. – No plans.
- Approaching the Commonwealth Graves Commission and/or applying for funds and grants.

Thanks were expressed to Rev Williams for bringing this to the attention of the Parish Council.

4. **MINUTES**

The Minutes of the meeting held on 18th March 2014 were approved and signed by the Chairman, Cllr: Goble, proposed by Cllr: Pilcher and seconded by Cllr: Titman, with the following amendment to item 6f to read – “views of children still being sought”.

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

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

- Funding almost there for final phase of project.
- Certificate Presentation at next meeting to Lynn Brisley agreed with gift. Proposed by Cllr: Tutt and seconded by Cllr: Pilcher and agreed by all.

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

- Nothing to report. Decision on new equipment to be discussed at next meeting.
- Fallen tree by BMX trail to be removed by Cllr: Hale.

c) Speeding issue on New Dover Road (B2011) – Speed Watch

- Still awaiting further loan of equipment. Community Warden to be asked for a date of when available. Rota to be put into place in advance.
- Should hear during May on Police Commissioners application for funding own machine.
- Vehicle count agreed when out collecting data.
- Comment that sometimes vehicles are travelling so fast, registration numbers cannot be obtained.

d) St Mary's Churchyard

Members Highlighted;

- Precedent setting if Parish Council funds on a permanent basis.
 - Fund-raising in village. Suggestions required on whether to arrange a letter to residents.
- Councillors agreed to give the issue some thought and discuss and make a decision at next meeting. Clerk to notify the Vicar accordingly.

e) Grapevine Deliverers Lunch

Event booked for Saturday, 26th April. 12.30pm for 1pm. Cllr: Goble, Hale and Tutt to attend, together with Clerk.

e) Parish Council Vacancy

One application received from Folkestone resident – to be kept on file.

f) Other

- Flower boxes emptied to enable refurbishment. Cllr: Goble to notify when complete and liaise with Capel Groundworks.
- Item on Dog Show published in newspaper - Circulated. Editor had been contacted and apology received.

6. **DELEGATES REPORTS**

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

- CCTV monitoring to be arranged
- Leaflet distribution, stall to be arranged at Event on Saturday 28th June.

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

Training was undertaken by Trustees on legal matters.

c) Highways – *Cllr: Brian Tutt*

- Meeting held with Gas Mains Renewal Contractors was favourable with seeding and replacement bulbs agreed from Cauldham Lane junction to parish boundary on B2011.
- Potholes and gully cleaning in Capel Street and Satmar to be report to Kent Highways.
- Meeting notified and circulated with letter received from Kent Highways on diverted Heavy Good Vehicles through village.

d) Community Event 2014 - *Sub-committee*

- Similar plinth and a plaque being organised by Cllr Goble with Capel Groundworks, together with slabs, garden and fencing to memorial garden area. Wreath to be laid – clerk to organise.
- Research fully undertaken by War Graves Commission on plaque names.
- QE II plaque replaced by Fields in Trust. Cllr: Goble to arrange fitting.
- Help on the day requested from 9am.
- Angela Parkes administering Boules Competition. Set of boules available, Elham and Saltwood to advertise.
- Posters to be arranged by Clerk and distributed on noticeboards etc.
- Awaiting decision on attendance of Parachutes.

e) District Councillor Scales and/or County Councillor Lymer

District Councillor Scales - Items highlighted:

- Land Allocation Document still awaiting Inspector's decisions. Cllr: Scales to investigate and make further enquiries on item on DDC website regarding modifications.
- Press release on Parking Strategy Charging following review.
- Social Housing, three included in housing development in Elvington.
- Anaerobic Digester – final wording to be agreed.

County Councillor Lymer – Items highlighted:

- Neighbourhood Forum meeting 17th May at Village Hall 10-12 noon to promote improvements in Health – open to all.
- A Neighbourhood Forum delegate to be placed on next agenda.
- Grants available for flooding victims - ie for windows and doors etc.
- HGV Signs – EU signage on left does not appear to work.
- Kent County Councillor considering charging £10 to HGVs on entry to Kent.
- St Mary's Churchyard - "Bring and Buy" in Church suggested.
- Red tarmac at gateways – Approx: £1,000 and traffic management with Capel Street closure. This to be reviewed at next meeting.

f) Other
None

7. **CORRESPONDENCE**

Maintenance of new QE II plaque received and placed on file.

The Rural Services Network - invitation to join Rural Sounding Board. Noted.

Dover District Council Precept - Remittance advice received. Noted.

David Cameron – Tax Cuts and notification on new Employment Allowance. Noted.

Other items and emails received (*attached*)

8. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

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

INCOME - DETAILS <i><u>Payments received and confirmed receipt into Bank Account</u></i>				NOTES
Dover District Council – Precept 2014-2015	15,928.00		<i>BACS</i>	
EXPENSES - DETAILS <i><u>Invoices received and Payments to be made</u></i>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Andy Graphix Ltd – “No Dogs” signs x 3	67.50	13.50	<i>BACS</i>	
Dover District Council – Grapevine Print (February)	368.52		<i>BACS</i>	
Dover District Council – Grapevine Print (March)	368.52		<i>BACS</i>	
Kent Association Local Councils – Membership 2014-2015	440.78	88.16	<i>Chq: 1468</i>	
Mr D Reed – Litter Clearance April	73.33		<i>Chq: 1469</i>	
Mrs M Leppard – Salary April	293.70		<i>BACS</i>	
Battle of Britain Memorial Trust – Memorial Day	80.00		<i>Chq: 1470</i>	
TOTAL	1692.35	101.66		

9. **PLANNING**

Application Investigations

Old School, Capel Street – Change of Use to Nursery Unit.

Cllr: Scales to make further investigations.

Applications Considered by Sub-Committee

37 Alexandra Road – Erection of single storey side and rear extensions, (existing garage to be demolished). Resolved: No objections in general other than: loss of light to adjacent property, limited parking.

Various Overhead lines – replacement of foundations and maintenance work. No objections, other than area is returned to appropriate landscaped appearance.

Transmitter Station, Winehouse Lane – Installation of 1.8m antenna and associated works. No objections.

Applications of Information

Hope Farm – Increasing the material to a maximum of 18,000 tonnes and vehicle movements to 7 a day. Noted.

10. **MATTERS CONCERNING THE PARISH**

- Fly-tipping on land rear of Capel Street, Mr Snapes Field, passed to Dover District Council Environment Officer.
- Dog Park and bins to be added to next agenda.
- Bins on field being used for garden and household rubbish. Clerk to insert in Grapevine.
- KALC Conference attended by Cllr: Pilcher – reported distributed to members.
- Insurance quotations to be available for next meeting.

11. **DATE OF NEXT MEETING**

Tuesday, 20th May 2014 at 7.30pm.