

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 21st MAY 2013

Present:

Cllrs: C Goble (Chairman), P Jones, C Norris (Vice Chairman), K Pilcher, Dave Bish (Relief Community Warden) and Frederick Scales (District Councillor), together with Police Inspector Sean Pryor (Dover Division).

APOLOGIES:

Cllrs: L Clements, J Stone, M Thomas, B Tutt, Chantal Blythe (Rural Community Warden on maternity leave) and PCSO Gretel May.

DECLARATION OF PERSONAL INTERESTS – None

1. **APPOINTMENT OF CHAIRMAN and Completion Declaration of Acceptance of Office**

Cllr: Clive Goble was proposed as Chairman by Cllr: Jones, seconded by Cllr: Pilcher. This was accepted and Cllr: Goble was duly elected and signed declaration of office.

2. **APPOINTMENT OF VICE-CHAIRMAN and Completion Declaration of Acceptance of Office**

Cllr: Chris Norris was proposed as Vice-Chairman by Cllr: Jones, seconded by Cllr: Pilcher. This was accepted and Cllr: Norris was duly elected and signed declaration of office.

3. **PUBLIC ADDRESS TO COUNCILLORS**

a) Mr C Rowland – Planning, Longships, 9 Cauldham Lane: Cancelled

b) Stephen Czeladzinski – Old Dover Road: Letter in response to issues raised had been received from Kent Highways. This had been passed to Steve Rivers, Dover Division, who had suggested a meeting on site.

The Parish Council response: A decision to arrange a meeting was agreed. Clerk to arrange.

4. **NEIGHBOURHOOD STRATEGY**

David Whittington from Dover District Council gave a presentation on “Neighbourhood Planning Strategy”. This was to demonstrate the purpose of a Parish Council document that could be produced of information contained therein on the aspirations and ways forward for the village.

Items highlighted included:

- The process was a “long road” - only 4 in District undertaken.
- Considerable amount of information and searches to process.
- Advantage was for Parish Council to take control and to work within the Local Development Framework.
- Policy adoptions required, including planning density, timescales etc.
- Cost implications: Government Grant Scheme available up to £7,000.
- Councillors would be required to ascertain information in relation to local issues, i.e. doctors’ surgery, services, planning, then discuss and consult with public accordingly.
- Drive by key people would be required to produce document.

Following questions, the Chairman thanked Mr Whittington for attending to give an insight into the process.

Future meeting agenda item to be agreed to discuss further.

5. **APPOINTMENT OF DELEGATES and COMMITTEES**

Item deferred to next meeting, due to lack of Councillors in attendance.

6. **MINUTES**

The Minutes of the meeting held on 16th April 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr: Jones and seconded by Clerk.

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

a) **Outdoor Recreational Facilities** – Sub-committee and Lynn Brisley reported:

- Project paths to be started within two weeks, undertaken by Capel Groundworks.
- Press coverage to be arranged for Friday, 25th May, between 3-4pm. T shirts available to wear.
- Gym equipment installation planned for week beginning 7th June with skate-park to follow.
- All funding in place for gym and skate-park. Further to be applied for petanque and zip wire.
- £5,000 application submitted to Kent Community Foundation – awaiting reply.
- Funding obtained to date £106,000. A shortfall funding for paths, gym and skate park amount of £2,443 was requested from Council funds. This was proposed by Cllr: Jones and seconded by Cllr: Norris and agreed.
- The Councillors were informed it had been necessary to employ the services of an Acoustic Engineer to obtain a report for discharge of condition 3 on the planning approval. Sub-committee members Cllrs: Stone and Pilcher had given approval for this. Arrangements had been carried out and Evolution Skate Parks had agreed to cover 50% of cost, £225.
- Replacement trees for site – a meeting to discuss type and costs to be arranged with Cllr: Jones and Darren Solley, Horticultural Officer from Dover District Council.

b) **Black Historic Noticeboard** – Clerk to make further enquiries on a meeting to discuss delay and progression.

c) **CCTV**

- Two Cameras changed and lockable dvd box with shelf installed.
- Waiting installation of further recreational equipment to installed two further cameras at rear of village hall.

d) **KALC Membership**

It was agreed to invite representatives of Kent Association of Local Councils to June meeting to give presentation on KALC membership.

8. **DELEGATES REPORTS**

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

- Community Warden Dave Bish reported the following:
 - Stray/lost dog in Cualdham Lane area dealt with. Owner located in Aycliffe.
 - Rogue traders selling surplus mattresses. Trading Standards alerted.
 - Traffic related matters dealt with, including: Lancaster Avenue congestion due to delivery to a business. Owner promised deliveries would not take place at school times.
 - Large flower pots missing from Old Dover Road.
 - 2 Further burglaries (next door to each other), during daylight hours, entry gained by using a spade from unlocked shed. Reassurance visit taken place and now a Police issue.
 - Damage caused by entry to land, owned by Mr Button, adjacent to Valiant Sailor. Suspected to be “urban warriors”. Owner to improve security with CCTV.
 - Speeding on B2011 being undertaken on a weekly basis. One out of 131 cars over speed limit Folkestone/Dover and no-one over limit Dover/Folkestone. Further Police investigation revealed two motorists issued with speeding tickets. Officers to adjust positions to take readings. Fixed camera awaiting repair of data control unit. Newsletter to include insert that Police have been informed of the speeding issue. Speed Watch Campaign to be investigated further.
 - Thanks expressed for those attending recent NHW meeting.
- NHW public meeting reported to have gone well.
- Agreed to sign up to scheme, registration with Cllr: Jones as main contact.
- Database names of those interested in taking part being compiled.
- Sub-committee formed to meet together with interested residents, to be arranged.
- Cllr: Pilcher agreed to attend a NHW meeting arranged with Kent Police Commissioner.

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

No report.

c) **Highways** – *Cllr: Brian Tutt* No report from Cllr: Tutt.

Multiple pot-holes on Dover Hill – Telephone call received from Kent Highways (James Burr), that these are on-going and larger works are being programmed to re-surface, with lane closures. No timescale given.

8. **DELEGATES REPORTS continued**

d) District Councillor Scales

Funds may be made available for recruiting officers to “get tough on crime” basis. This may be Parish designated areas. Further details would be acquired.

e) Coronation Day celebration combining Fields-in-Trust plaque unveiling

- Deputy Lord Lieutenant of Kent, Ros McCarthy attending, together with Sue Nicholas, Chairman Dover District Council, if re-elected.
- Attractions to include a bouncy castle, etc., and refreshments. Flower bouquets for guests and public address system to be arranged.
- Maximum amount to fund event was requested of £500. Proposed by Cllr: Pilcher and seconded by Cllr: Norris and agreed.
- Date to be advertised in Grapevine. More details to be inserted in July issue.

f) Communication sub-committee

Process started and on-going to improve issues which arose previously. Further details and update at July meeting

9. **CORRESPONDENCE**

a) Two Insurance quotations received for 2013-2014. Proposed by Cllr: Norris and seconded by Cllr: Pilcher and agreed to renew with Zurich Insurance.

b) Other

- Vacancy. The meeting was informed of the resignation of member Roy Blake. Dover District Council had been informed and would be forwarding the necessary Notice of Casual Vacancy for display, prior to procedure of either an election or appointment by co-option.
- Noticeboards. Reply received from “Shop and Display Equipment Association”, in conjunction with suppliers, regarding the two faulty noticeboards and complaint on condensation problems. (Clerk reported this issue was better during the Summer months, but would possibly return in Winter). A suggestion, in full and final settlement to this, had been made to keep the two boards in situ, together with the two new replacement ones delivered, which on arrival, discovery was made would require different pole fixtures and would need complete re-installation in existing positions. This would make four (4) noticeboards in total in village. Following discussion, it was considered beneficial to the Parish to have a further two boards for residents from a communication point of view. This was therefore agreed and the “Communication sub-committee” to decide on best location to install them.
- Make and Paint Day at Battle of Britain Memorial Trust Site – 8th June planned with Farmers’ Market stalls in attendance, following cancellation of Folkestone Air Show 2013.
- Notification given that Geoff Lymer had been elected as County Member.
- Waste issues: Problems encountered with non-collection of “purple waste bags” now dealt with.

Other items received (attached)

10. **CHEQUES**

The following cheques were approved and authorised:

Proposed by Cllr. Norris and seconded by Cllr. Jones.

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

	INVOICE	VAT	Cheque No:
Harmer and Sons – Grass cutting	375.00	75.00	001427
Viking - Stationery	51.22	10.24	001428
Dover District Council – Grapevine printing (April & May)	782.64		001429
D Reed – Litter Clearance	72.08		001430
Dover District Council – Field Rent	112.50		Direct Debit
Mrs M Leppard – Salary £280 + Expenses NHW £23.82	303.82		Direct Debit
Total	1697.26	85.24	

11. **PLANNING**

Applications Received, Considered and Reported by sub-committee

White Cliffs Café, New Dover Road – Erection of a detached chalet bungalow (existing building to be demolished).

Requested this application goes forward to DDC Planning Committee meeting. Sub-committee welcome redevelopment of this site, but both footprint and height proposed considerably larger than existing. Further comments made to be considered.

Land at 1 Old Dover Road – Erection of a detached dwelling and constructions of a vehicular access.

Application withdrawn.

Longships, 9 Cauldham Lane – Outline application for the erection of eight dwellings (existing dwelling to be demolished).

Requested this application goes forward to DDC Planning Committee meeting. Sub-committee had concerns and objected to application on various issues.

Applications Granted

Playing Field, Lancaster Avenue – Amendments to approved permission, change in wording of Condition 3.

21 Beatrice Road – Erection of single storey side extension (existing conservatory and extension to be demolished).

Martello Fields, 14 Cauldham Lane – Erection of a conservatory and front porch extension.

16 Helena Road – Permitted Development and Certificate of Lawfulness (proposed) for the erection of a two storey rear extension.

Applications being considered by sub-committee

9 Capel Street - Erection of a single storey side extension.

10. **MATTERS CONCERNING THE PARISH**

- Inspector Pryor reported that Capel village had a low level of crime and encouraged residents to keep up the momentum on reporting crime using the 101 number and 999 in an emergency. Alternatively report to PCSO Gretel May. He recapped on the future recreational facilities being provided and that the Parish Council and sub-committee had listened to the youth and residents of the village, who had been tolerant in waiting for the correct design and type being found, which was well underway now to installation and would be their equipment. This was all good for Capel.

11. **DATE OF NEXT MEETING**

Tuesday, 18th June 2013 at 7.30pm.