

**MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL**  
**HELD ON 15<sup>th</sup> MAY 2012**

**Present:**

Cllrs: L Clements, C Goble (Chairman), P Jones, C Norris (Vice-Chairman), K Pilcher, J Stone, B Tutt, Community Warden Chantal Blythe and Lynn Brisley.

1. **Parish Council Recognition Awards**

The sub-committee of Councillors decided this year the awards would be given to Rev Sue White. Mr Clive Goble presented the framed certificate.

2. **APOLOGIES:**

Councillor M Thomas and District Councillor Frederick Scales.

3. **APPOINTMENT OF CHAIRMAN**

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

4. **APPOINTMENT OF VICE-CHAIRMAN**

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

5. **APPOINTMENT OF DELEGATES**

- a) Neighbourhood Watch – Cllr: Phil Jones with Community Warden and/or PCSO, proposed and agreed by all present.
- b) Village Hall Management Committee – Cllr Lucy Clements, proposed and agreed by all present.
- c) Highways – Cllr: Brian Tutt, proposed and agreed by all present.
- d) Dover Neighbourhood Forum – Cllr Keith Pilcher, proposed and agreed by all present.
- e) Community Sports Network – Cllr Keith Pilcher, proposed and agreed by all present.
- f) Planning Committee – Cllrs: Chris Norris, Keith Pilcher, Brian Tutt and either Madeleine Thomas or Jayne Stone. Agreed by all present.
- g) Other – No separate sub-committees or delegates at present.

6. **DECLARATION OF PERSONAL INTERESTS IN AGENDA/ACTION LIST**

None.

It was agreed Councillors would email the clerk with top five “action list” priorities for consideration at next meeting.

7. **MINUTES**

The Minutes of the meeting held on 17<sup>th</sup> April 2012 were approved as a correct record and signed by the Chairman. Proposed by Cllr. Tutt and seconded by Cllr. Norris.

8. **MATTERS ARISING**

- a) Diamond Jubilee/2012 Olympics Event, Tuesday, 5<sup>th</sup> June 2012  
(*Sub-Committee – Cllrs: Clements, Pilcher and Stone*).

- Event progressing well.
- Programmes selling at school, shop and Farmers’ Market.
- Team of 5 arranged to put up marquee. 11am on Monday. Also to lay out arena and do a sweep of field.
- Cherry Leppard making bacon sandwiches.
- Clive Goble to make contact with Royal Marine Cadets.
- Contingency plan – use Village Hall.
- Car parking marshalling organised either on field and/or at school.
- Fancy dress judge – Cllr: Stone organising.
- Sue Nicholas (Chairperson DDC) to be formally invited.

b) Future Outdoor Recreational Facilities - (*Community Warden & Lynn Brisley*)

- Revised “Proposed” Project Plan following concerns raised by residents on noise, graffiti and flooding/drainage, had been circulated. Agreed to put into Grapevine as insert.
- Lists raised by residents, during Outdoor Recreational Project Consultation, (other concerns, items suggested and fund-raising ideas) had been circulated. Concerns raised on damage to equipment, would hopefully be alleviated with members of local youth being requested to assist in reporting any.
- Someone required for running the “sponsored scoot”, as Community Warden not able to run. Agreed to be held on field, under Parish Council organisation. Cllr: Clements and partner agreed to co-ordinate the event.
- Cost and expenses spread sheets had been compiled and given to Clerk.
- Next sub-committee meeting 25<sup>th</sup> June. Venue to be arranged.

c) Playing Field Lease and Renewal (*Clerk*)

- Still awaiting completed Lease from Legal Section at DDC.
- QEII “Field of Trust” status had been awarded following visit by Terry Housden from organisation. Press release to be organised by Lynn Brisley. Further press coverage planned when plaque received.

d) Parish Council Vacancy – one nomination received. Agreed to re-advertise and ask for relevant nomination forms to be completed.

9. **DELEGATES REPORTS**

a) Neighbourhood Watch (*Community Warden*)

- Report circulated (attached). Disposing of rubbish a problem – Community Warden to arrange some form of “lessons/help” on this issue.

b) Village Hall Management Committee (*Cllr. Lucy Clements*)

- Use of old post room to store filing cabinet agreed, until the room is required for other use.
- New chairs being obtained.
- Article in media on use of toilets discussed. To be added to action list.

c) Highways (*Cllr: Brian Tutt*)

- Meeting held with Richard Heaps from KCC, Highways. This resulted in following highlighted items:
  - 1) Change of position of 40mph sign from to Courtwood roundabout. A feasibility study to be investigated, but not likely at present.
  - 2) Speed indicators and cameras deemed too expensive. Agreed pressure to be placed on Kent Police to patrol more regularly.
  - 3) B2011/Winehouse Lane junction (exit lane and widening) to be investigated further.
  - 4) Change of road markings – insufficient accidents reported or recorded.
  - 5) Street light provision requested by caravan sites to be investigated further.
  - 6) Pedestrian crossing on B2011 - no statistics to warrant change.
  - 7) Completion of white line markings to be investigated further.
  - 8) Speed reduction in Capel Street – insufficient statistics available to warrant all suggestions requested.

It was suggested and agreed by those present to invite Kent Police Inspector Darren O'Malley to a future meeting to discuss highway issues. (*Following meeting: Kent Police Inspector O'Malley will be attending July Parish Council meeting*).

d) Other

- Grass cutting – Contractor to be contacted to request a meeting, within the next few days, with Cllr: Tutt, due to concerns and lack of cuts undertaken. Cutting required within 7 days, especially with the Jubilee event on 5<sup>th</sup> June.

# 10. **CORRESPONDENCE**

Trees around Playing Field – Several trees noticed recently by Contractor require attention. Clerk to meet Keith Tait and report back at next meeting.

Insurance Cover – Two quotations received. Considerable saving could be made by changing company. It was agreed to accept quotation from Zurich Insurance.

Noticeboards – Agreed to obtain quotes for two (2) boards, one outside Village Hall and one at shop. Details of style noted and agreed.

Sue Nicholas, Chairperson, Dover District Council – letter of thanks read out for invitation to last meeting.

Community Tea Party – Cllr: Goble attended Sue Nicholas' Tea Party for the Jubilee.

Other items received – Attached list circulated.

# 11. **CHEQUES**

Clerk reported New Bank Mandate now confirmed by Nat West Bank.

When vacancy filled, another mandate will need to be compiled.

The following cheques were approved and authorised:

Proposed by Cllr. Norris and seconded by Cllr. Tutt and signed by the Chairman, Mr Goble.

	INVOICE	VAT	Cheque No:
Dover District Council – Grapevine Print	344.65	68.93	001369
Viking Direct – Rubber Bands, Copy Paper etc	28.40	5.68	001370
Mr D Reed – Litter Clearing	72.08		001371
Mrs M Leppard – Salary & Expenses	341.66		001372
Total	786.79	74.61	

# 12. **PLANNING**

## **Applications Received**

6 Clarence Road – Erection of detached bungalow, existing garage to be demolished).

Resolved: No objections, plans show a reduction to development, blending with adjacent properties. Wall marking boundary

21 Helena Road – Erection of two storey and first floor side extension, existing garage and store to be demolished). Resolved: No objections, providing neighbour in agreement and lack of toilet facilities to upper extension comment.

## **Applications Granted**

25 Cauldham Lane – Erection of single storey side and rear extension and construction of vehicular access.

## **Applications Concerns**

Alden's Yard, Chapel Street – Auction fallen through. A considerable amount of vehicles have been at the premises. Resolved: To ask Cllr: Scales to make further investigations on this.

139 New Dover Road – Hard driveway being installed, but no sign of drainage being provided. Resolved: To ask Cllr: Scales to make further investigations on this.

# 13. **MATTERS CONCERNING THE PARISH**

a) New telephone number for Cllr: Clements to be noted.

# 14. **DATE OF NEXT MEETING** – Tuesday, 19<sup>th</sup> June 2012.

(Apologies: Cllrs. Jones, Stone and Tutt).