

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 18th JUNE 2013

Present:

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

1. **APOLOGIES:**

Dave Bish (Relief Community Warden) and Chantal Blythe (Community Warden on maternity leave).

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

3. **ADDRESS FROM Terry Martin and/or Clive Powell from Kent Association of Local Councils**

Items highlighted on benefits of joining KALC:

- Established in 1947, membership is 299 Parish Councils out of 314.
- Members can elect 2 members to area committee (12 districts).
- Opportunity to discuss issues and acquire information.
- KALC have representation to many outside bodies.
- Membership includes a view and say at various opportunities.
- AGM in November with guest speakers. Accounts and motions system for County and Nationwide take place.
- 4 Key area members.
- Guidance and Advice available, including Solicitor if required. No limit on legal advice. Legal lawyer available if required.
- Learning and Development courses – Members £60 per session with lunch. (£120 non-members).
- Website access with information, area for members. Mail shots and newsletters.
- Representations include: to influence Government decisions by County Officers, working with Kent Fire and Rescue, meetings with Police Commissioner, changes in legislation and notification of item of issue.
- Training available on Community Neighbourhood Planning.
- Sustainable Act co-ordination, Kent County Council initiatives, NALC referendum on precept.

4. **ADDRESS FROM County Councillor Geoff Lymer**

Included:

- Recommendation to join KALC, who offer excellent meetings and training courses.
- Highways experiment on cut back in street lighting, historically having an improved effect on crime and speeding. Not permanent, but on a trial basis.
- Pot holing repairs statistics – last year 60 teams, this year only 20 available. Bad areas being addressed including Dover Hill at the end of this season. Kent website for reporting problems.
- Health issues (Adult Social Care) i.e. Dementia in the Community will increase. Help being sought with planning in conjunction with NHS.
- Feedback requested on crossing on B2011. Agreed an article is inserted into Newsletter and would be agreed at a future meeting. Costs explained – Pelican crossing £25,000 or Pedestrian £17,000. Crossing should include some form of operation for young, elderly and visibly impaired residents. Location to also be agreed, taking into account fog in Capel, light and noise control, Capel Street junction, the island not big enough, metre footpath required, position of bus stop and post/telephone boxes. Funding from KCC will only be available if fatalities recorded. Pedestrian crossing was reported to have a lower maintenance implication. Many meetings had previously taken place resulting in speeding on B2011 was a Police issue. Facts and figures being collated by Highways and Police on speeding – priorities to be ascertained and other aspects to be considered to achieve safety. Cllr: Lymer to investigate previous enquiries made with Keith Ferrin of KCC and petition sent, speed cameras limit, 40mph signs extended requested.
Cllr: Scales to mention at Joint Transport Meetings as residents not satisfied with outcomes.

5. **PUBLIC ADDRESS TO COUNCILLORS** – None

6. MINUTES

The Minutes of the meeting held on 21st May 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr. Norris and seconded by Pilcher.
Amendment: Item 9 – YEAR END ACCOUNTS 2012-2013 were received and approved for audit. These were signed by Chairman and Clerk.

7. MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA

- a) Outdoor Recreational Facilities – Sub-committee and Lynn Brisley reported:
 - Media coverage recently incorrect. Will be corrected with next publication.
 - Plaque and banner received from Roger Dehaan Trust funding for Skate Park.
 - Funds to date £107,098.00.
 - Still require funding for petanque and zip wire. Funding to be sought in two months.
 - Competition for naming skate-park.
 - Meeting of sub-committee arranged for 7.30pm, Wednesday, 3rd July @ Cllr: Clements house.
 - Skate Park being installed beginning of July.
 - Replacement trees arranged with Darren Solly, DDC, Holm Oak (request not to have Crab Apple for reasons of anti-social behaviour). List of free trees available from Woodland Trust. Cllr: Jones to look at list and choose appropriate for needs.
 - Tarmac for QE II Trust plaque will be position to the right hand side of Historic Noticeboard, 3 days before unveiling event.
 - Condition 3 of planning permission discharge by Dover District Council, following acoustic report undertaken.
- b) Black Historic Noticeboard – Confirmation sent on replacement. Map now ready and awaiting fitting.
- c) CCTV – Position of the two new cameras to cover new equipment would be discussed with contractor. Clerk to contact NSL Security.
- d) Parish Council Vacancy – advert to be placed to invite nominations for a co-opted vacancy.
- e) KALC Membership and Training – Discussion on joining KALC. Proposed by Cllr: Stone and seconded by Cllr: Clements to go ahead. 7 Members in Agreement, one against and agreed to join.
- f) Other Noticeboards – A request for the two new noticeboards acquired as compensation to be erected outside school and church. Cllr: Stone to enquire at school and Clerk to make enquiries at the Church.

8. APPOINTMENT OF DELEGATES and COMMITTEES

- a) Neighbourhood Watch – Cllr: Jones, with PCSO and Community Warden.
- b) Village Hall Management Committee – Minutes of meeting.
- c) Highways – Cllr: Tutt.
- d) Dover West Neighbourhood Forum – Cllr: Stone.
- e) Planning – Cllrs: Norris, Pilcher, Stone and Tutt.
- f) Community Project – Cllrs: Clements, Pilcher and Stone.
- g) Coronation/Unveiling Event – Cllrs: Goble, Pilcher and Stone.
- h) Communication and Confidentiality – Not required.
- i) Other - None

9. DELEGATES REPORTS

- a) Neighbourhood Watch – *Community Warden/PCSO and/or Cllr: Jones*
 - Inspector Pryor to attend a future meeting on speeding.
 - Signs required. Proposed by Cllr: Jones and seconded by Cllr: Stone to purchase 6 signs at a cost of £105. Permission to be sought from Highways on fixing to lamp-posts – Cllr: Scales to make enquiries.
 - System set up and can start, with minimum amount of streets to support those that requested it.
 - Chief Police Inspector and Commissioner support NHW systems.
 - Other items mentioned: 7 more PCSO posts, community contact vehicle in operation, fire and rescue devices free of charge for over 65's etc.
 - Report given by Cllr: Pilcher on a Dover District NHW meeting attended at Whitfield.

9. **DELEGATES REPORTS** continuedb) Village Hall Management Committee - VHMC Minutes/Cllr: Stone

No report.

c) Highways – Cllr: Brian Tutt

- Old Dover Road issues reported had been subject of a meeting with KCC Highway representatives and discussed with complainant. It was reported that a written report would be sent and decisions would be listed therein. However, the opinion was that there was no money available. Some items may be programmed for the end of the season – subject to funding available. Two items mentioned i.e. verge parking: none noticed at time of visit and no white lines – insufficient width in road. It was decided by Councillors to await the official report from Highways. Planning issues had been reported to Dover District Council and would be investigated by Paul Francis, Senior Planning Officer.
- Grant funding from Kent County Council Local Members Grant Scheme, for installation of bollards to prevent parking on grass verges in Capel Street, agreed to be applied for.

d) District Councillor Scales

Cllr: Scales reported on recent approval decision on Western Heights planning application. Considerations taken into account included: Area of Outstanding Natural Beauty, economics, substantial benefits and increase in traffic flow. No start date as yet. The application was now “subject to a range of conditions and to a holding direction issued by the Secretary of State preventing the Council from issuing any decision until such time as he has decided whether or not to call the application in for his determination”.

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

- Meeting of sub-committee taken place
- Insert to be placed in Grapevine for July and August publication. Cllr: Pilcher to arrange.

f) Communication sub-committee

- Councillors details in Grapevine etc., discussed. It was agreed that all communication and correspondence should be via Clerk.
- A Facebook page was agreed as another form of communication to residents etc.
- Strategy document and Action Plan had been circulated. This was proposed by Cllr: Stone and seconded by Cllr: Pilcher and agreed by all.

e) Other

- Neighbourhood Plan – Cllr: Norris to investigate further and find out more information for Councillors to discuss further. Item would be added to list of actions on agenda

10. **CORRESPONDENCE**

- Following consideration by the Chairman and Clerk, the following request and document received, required a resolution to be made by Councillors to exclude the public from their discussions. This was in order that Councillors can adopt a certain course of action and that publicity, at present, may prejudice decision. Therefore, a majority decision by Members present was required on this resolution and this was subsequently agreed. The request and document was then presented to Councillors, excluding public as follows:

Document and email request to address Councillors on Land at Great Cauldham Farm – potential development of 160 properties. It was decided by members to allow the request for address at the July meeting (7.30pm on 16th July 2013). It was also decided to invite members of the public. An invitation to this effect was agreed to be published in Grapevine and on posters as follows:

“For residents to come and hear a presentation as it is being given to Parish Councillors.

This is with regard to a potential development of two sites to include 160 properties at (1) - Between Capel Street and Cauldham Lane, and (2) - opposite Battle of Britain Memorial site, New Dover Road. Quinn Estates Limited will be giving the presentation

on behalf of landowners at the next Parish Council meeting on Tuesday, 16th July at 7.30pm, Village Hall (Large Hall), Lancaster Avenue. Following the presentation, Public questions will be allowed and accepted at the Chairman’s discretion”.

It was also agreed to hire the large hall for this meeting. Cllr: Stone to arrange.

10. **CORRESPONDENCE** continued

- Royal British Legion – Order sent for Parish Council wreath for Memorial Day.
- Kent Police – Thanks from Chief Inspector Barlow on NHW Community Day.
- Kent Foster Carer Association – Request to use field for Dog Show on 21st September. Agreed.
- Affinity Water Resources Management Plan Consultation – to be advertised in Grapevine.
- Dover District Council – Littering and Dog Fouling Enforcement 6 month trial working in partnership on an “Incident Report Book Scheme”.
- RoSPA – notification of play inspection taking place July.

Other items and emails received (*attached*)

11. **CHEQUES**

The following cheques were approved and authorised:

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

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

	INVOICE	VAT	Cheque No:
Dover District Council – Grapevine printing (June issue)	361.31		001431
NSL Fire & Security – 2 new cameras and lockable box	516.00	103.20	001432
Zurich Municipal – Insurance Cover 2013/2014	923.46		001433
Harmer & Sons Grounds Maintenance – Grass Cutting (May)	375.00	75.00	001434
Village Hall Management Committee – Annual Rent	133.20		001435
Viking Direct – Ink Cartridges	51.44	10.29	001436
Capel Groundworks – Tarmac paths for Project	12,255.00	2451.00	001437
D Reed – Litter Clearance	72.08		001438
Dover District NHW Association – 6 Signs	102.00		001439
Mrs M Leppard – Salary £280 + Expenses £9.90	289.90		<i>Direct Debit</i>
MRL – Acoustic Reading Survey and Report	450.00	90.00	<i>Direct Debit</i>
Total	15,529.39	2729.49	

A decision was agreed to hold Capel Groundworks’ payment until work completed.

12. **PLANNING****Applications Received, Considered and Reported by sub-committee**

31 Old Dover Road – erection of a rear conservatory extension (existing conservatory to be demolished). Resolved: No objections.

9 Capel Street – Erection of a single storey side extension. Resolved: No objections.

Applications Refused

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

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

Property adjoining Royal Oak PH, New Dover Road – Creation of a vehicular access.

Applications

Western Heights and Farthingloe - application was now “subject to a range of conditions and to a holding direction issued by the Secretary of State preventing the Council from issuing any decision until such time as he has decided whether or not to call the application in for his determination”.

13. **MATTERS CONCERNING THE PARISH**

None.

14. **DATE OF NEXT MEETING**

Tuesday, 16th July 2013 at 7.30pm.