

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL

HELD ON 17th JUNE 2014

Present:

Cllrs; C Goble, P Jones, C Norris, J Stone, and B Tutt, together with Frederick Scales (District Councillor), Dave Bish (Community Warden), Gretel May (PCSO) and Geoff Lymer (County Councillor).

1. APOLOGIES:

Cllrs: V Hale, K Pilcher and G Titman

2. DECLARATION OF PERSONAL INTERESTS

None

3. PUBLIC ADDRESS TO COUNCILLORS

None

4. MINUTES

The Minutes of the meeting held on 20th May 2014 were approved and signed by the Chairman, Cllr: Goble, proposed by Cllr: Norris and seconded by Cllr: Tutt.

5. MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA

a) Outdoor Recreational Facilities – (Sub-committee)

- Zip-Wire and 3 Lane Petanque Court now installed and available for use.
- All phases of the Community Recreational Project now complete.

b) Repair Status of Play Equipment

- No report.
- Raising funds for extra equipment in junior play area was subject to an approach by the owners of Royal Oak Public House, who are keen to fund-raise for the Village. Agreed by those present that Cllr: Stone make contact with them and clarify situation.

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

- Decision received that application was unsuccessful on funding from Kent People's Trust.
- Lack of assistance to organise a rota of 3 volunteers to carry out a session. Dave Bish to support event on 28th June with leaflets and Speed Indicator Device to recruit more village volunteers. Also insert on Facebook page, Website and Database Emails to be implemented.

d) Anaerobic Digester Plant

- Now approved and confirmation letter circulated listing the 14 conditions attached to approval, including the addition of a Disaster Management Plan.

e) St Mary's Churchyard

- Nothing further had been received from Parochial Church Council.
- Confirmed that Land cannot be sold, but it can be transferred to Burial Authority, i.e. Dover District Council.
- Parochial Church Council have a responsibility to upkeep.

e) Parish Council Vacancy

No nominations to date.

f) Dog Park and Bins

- Environment Officer had attended Playing Field and surrounding area and will continue to monitor issue of dog fouling and waste problem.
- Officer to be asked to attend event of 28th June to give out advice and information, together with handy nappy sacks to dog owners.
- Dave Bish to put up some more signs and ensure all bins in area have stickers on for use of dog fouling waste.

h) Other

- Land Allocation Development Plan – Nothing further to report.
- Adult use of Junior Play Equipment – Dave Bish to monitor. Signage to be ordered stating “*This equipment is for the intended use of Under 12 year olds. Use of gym equipment, skate-park, zip wire and MUGA is for all ages*”.
- Asset Management – documents circulated relating to guidance on Governance and Accountability for financial purposes.

6. **DELEGATES REPORTS**

- a) Neighbourhood Watch – *Community Warden/PCSO and/or Cllr: Jones*
- CCTV – Awaiting NSL security company to test equipment.
 - 3 Fly tips, 2 Neighbour disputes, sale of cars in layby and bonfire in Capel Street all reported and dealt with.
 - Trial bikes report in several areas of the village, reported and subject to Police investigation.
- b) Village Hall Management Committee - *VHMC Minutes/Cllr: Stone*
- Annual checks being carried out.
- c) Highways – *Cllr: Brian Tutt*
- “A” Board signage in village reported to Highways and passed on to Dover District Council. Copy of requirements for displaying “A” boards on highway had been downloaded for information.
- d) Community Event 2014 - *Sub-committee*
- Stone plinth had arrived. Plaque (12in x 17in) will be fitted on site by Capel Groundworks.
 - Face Painter required – Cllr: Goble to ask his daughter.
 - Cones to be place on Lancaster Avenue early – Cllr: Scales would carry this out and was thanked for volunteering.
 - Dave Bish to act as trained first aider. Councillors requested to give some consideration to training for future.
- e) District Councillor Scales and/or County Councillor Lymer
District Councillor Scales - Items highlighted:
- Land Allocation Development Plan – Dover District Council had started the modifications, but these did not affect Capel. August will be next hearing from Inspector. No further consultation for Capel anticipated.
 - Lydden Race Circuit – A problem arisen with noise. Owners endeavouring to achieve a higher quality of racing. Planning application with Dover District Council.
- County Councillor Lymer
- Reform on elections dated 10th June will rely on postal voting being subject to clarification with National Insurance number and address etc.
 - Confirmation that he will be honoured to lay wreath at event on 28th June.
- f) Other
None

7. **CORRESPONDENCE**

- Spitfire Flights – Communication from two village residents on change of use from helicopter to plane, which was flying inland more again. Clerk had contacted Go-Action Stations and interaction had been made between Director (Steve Burt) and residents to converse together on this issue.
- A Voice in the Mist – copy of this fictional publication set in Capel, was received by Councillors to read. Cllrs: Stone, Goble and Norris.
- Donations to Charity agreed
 - Air Ambulance £100 (proposed by Cllr: Jones, seconded by Cllr: Tutt and agreed by all).
 - RNLI £25 (proposed by Cllr: Stone, seconded by Cllr: Goble and agreed by all). In memory of Douglas Morse.
- Other - As attached list.

8. **FINANCIAL REGULATIONS AND STANDING ORDERS**

These were approved – proposed by Cllr: Stone, seconded by Cllr: Norris and agreed by all.

9. CHEQUES and BACS PAYMENTS

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Stone, seconded by Cllr: Jones and signed by the Chairman, Cllr. Goble and Clerk/Responsible Finance Officer.

INCOME/BANK BALANCES - DETAILS <u>Payments received and confirmed receipt into Bank Account</u>	B/fwd	C/fwd	NOTES
Bank Account (Reserve) Balance	29,895.73	21,895.73	<i>Transfer £8,000 to Current A/c</i>
Bank Account (Current) Balance	6,688.30	14,688.30	
Bank Account (Community Project)	11,647.94	11,647.94	
TOTAL	48,231.97	48,231.97	

EXPENSES - DETAILS	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Invoices received and Payments to be made				
Capel Groundworks – Petanque Court and Paths	9,475.00	1,895.00	3	<i>Project A/c</i>
Wicksteed Leisure Ltd – Zip-Wire supply & install	10,142.00	2,028.40	BACS	<i>Current A/c</i>
Harmer and Sons – Grass Cutting (May)	387.50	77.50	BACS	<i>Current A/c</i>
Main Ring Rosettes – Event	59.25		BACS	<i>Current A/c</i>
Viking Direct – Ink and files	40.22	8.04	BACS	<i>Current A/c</i>
Came and Company – Insurance	1,165.44		BACS	<i>Current A/c</i>
Viking Direct – Ink cartridges	60.17	12.03	BACS	<i>Current A/c</i>
Dover District Council – Grapevine Printing	368.40		BACS	<i>Current A/c</i>
354 (Dover) Squadron ATC – Donation Event	50.00		1474	<i>Current A/c</i>
Mr D Reed – Litter Clearance – June 2014	73.33		1475	<i>Current A/c</i>
Mrs M Leppard – Salary £293.70 and Expenses £15.25 (Postage £5.27 & Hessian Sand Bags £9.98)	308.95		BACS	<i>Current A/c</i>
HMRC – PAYE (Apr, May & Jun)	206.40		BACS	<i>Current A/c</i>
TOTAL	22,336.66	4,020.97		

10. PLANNING

Applications Considered by Sub-Committee and awaiting approval

9 Clarence Road: – Erection of a detached dwelling and construction of a vehicular access (existing garage to be demolished). Confirmation received from owner that this has been refused by Dover District Council.

Applications Approved

Great Cauldham Farm, Cauldham Lane: – Erection of Anaerobic Digester Plant etc.

37 Alexandra Road: – Erection of single storey side and rear extension (existing garage to be demolished).

Various overhead lines, Dover, Alkham, Capel-le-Ferne and Hougham: – replacement of foundations and maintenance work.

58a Capel Street: – Crown lift one horse chestnut to match road side and re-pollard back to previous cutting points.

Transmitter Station, Winehouse Lane: – (*Confirmed by Clerk*), Installation of 1.8m antenna and associated works.

16. MATTERS CONCERNING THE PARISH

- Trees surrounding BMX Trail area and along the pathway rear of Village Hall – Clerk to contact tree surgeon on work commencement.
- 4th August, Short Step Event in Folkestone with Pipers, other services in attendance and being opened by Prince Harry (noted) - Volunteers to be Marshalls requested.
- Dover District Council Scrutiny Committee on overgrown hedges and parking on grass verges found on a Ward Councillor's newsletter was related to meeting and considered to be a good idea. Cllr: Scales thought this may be an Officer, rather than a committee, but would investigate further.

17. DATE OF NEXT MEETING

Tuesday, 15th July 2014 at 7.30pm.