

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th JULY 2012

Present: Cllrs: L Clements, C Goble (Chairman), P Jones, C Norris (Vice-Chairman), K Pilcher, J Stone, M Thomas, B Tutt and District Councillor Frederic Scales.
Welcome expressed to Police Inspector Darren O'Malley.

1. **APOLOGIES:** Community Warden Chantal Blythe and PCSO Gretel Stevens.
2. **DECLARATION OF PERSONAL INTERESTS**
Jayne Stone – Village Hall Management Committee.
3. **POLICE INSPECTOR DARREN O'MALLEY**
Inspector O'Malley addressed the meeting, introducing himself as the present Deputy Commander of Dover. The main reason for his attendance at the meeting was to discuss and render advice on speed limit on B2011. He started by stating any changes would not be possible, due to lack of accident statistics. However, he was prepared to commit resources to provide speed checks and media coverage, reporting back to Councillors on this. If incidents and/or accidents on this road were not reported to Police, there was very little that could be done. At this stage, District Councillor Scales reported that he was endeavouring to go to KCC Transport Board's next meeting with this issue, on possibly reporting to them the need for an extension and change of position to speed limit signs. Police would endeavour to gain statistics to assist in any further action. Due to Police funding cuts, the issue could not be classed as a priority. Monitoring of the B2011 by the Police would commence in September and Councillors to let Inspector O'Malley know where speeding checks should take place. It was decided somewhere inside the speed limit initially and secondly, outside the limit.
4. **RECEIVE APPLICANT FOR COUNCIL VACANCY**
Applicants, Mr Roy Blake and Mr T Jones, made a short introduction of themselves to the meeting. Following this, they left the meeting and a discussion and debate on choosing which applicant to co-opt took place, followed by a ballot. A majority decision to elect Mr Roy Blake was agreed.
5. **MINUTES**
The Minutes of the meeting held on 19th June 2012 were approved as a correct record and signed by the Chairman. Proposed by Cllr. Clements and seconded by Cllr. Pilcher.
6. **MATTERS ARISING**
 - a) **Diamond Jubilee/2012 Olympics Event** – Letter of thanks received from Capel Primary School for inviting school choir to take part. No further reports from sub-committee.
 - b) **Future Outdoor Recreational Facilities** –
 - Sport England letter read to meeting that application for funding had been unsuccessful. It also suggested re-application on providing “structural way to facilitate use by community”. Lynn Brisley was working towards this.
 - Cllr: Norris presented draft plan, this was almost complete and would be sent with planning application to Dover District Council.
 - Position of petanque area still to be agreed.
 - Agreed that planning fee of £75 to be paid when application ready.
 - New amended layout plan to be advertised again in Grapevine.
 - c) **Playing Field Lease Renewal and QE II status Deed of Dedication** –
 - Both the Lease and Deed of Dedication was being completed by the Legal Department at Dover District Council. Due to the QE II status deadline, the Deed of Dedication would need to be signed following meeting. It was agreed that Cllrs: Stone and Pilcher to do this, with Clerk as witness.
 - District Councillor Scales reported that Dover District Council had no problem with Parish Council renaming the field. It was decided to ask residents, via Grapevine, for suggestions.
 - d) **Playing Field Tree Work** – Clerk awaiting the further tree work, reported at last meeting, to be carried out by contractor.

- e) Noticeboards – Costs were presented to meeting. Following discussions and proposals, it was agreed to accept quotation from Arien Signs to supply boards without header and Capel Groundworks to install. Proposed by Cllr: Stone, seconded by Cllr: Clements.
- f) Code of Conduct – New Kent Code of Conduct had been previously circulated. It was agreed to adopt this Code of Conduct accordingly. Proposed by Cllr: Stone and seconded by Cllr: Clements.
- Pecuniary Interest Forms received from some Councillors. Clerk to print forms for Cllrs: Clements, Goble and Jones. Cllrs: Norris and Tutt would complete their forms and return to Clerk.

7. DELEGATES REPORTS

- a) Neighbourhood Watch – (Community Warden/PCSO).
Report from Community Warden read to meeting.
- b) Village Hall Management Committee (Cllr. Clements)
- Trustees of Village Hall not adverse to suggestion of providing outside toilet facilities for playing field users, although many issues to be addressed. Where and what type to be discussed further if required. Permanent portable toilets not viable alternative, due to cost involved and advertising rights.
- c) Highways and Grass Cutting (Cllr Tutt)
- School to be requested to pressurise Highways on parking issues.
 - OAP Signs not viable on cost effectiveness issue.
 - Verge parking would require a regulation order. Post could be used and a possible grant maybe available.
 - Cutting of trees and bushes on B2011 – no grants available.
 - Cauldham Lane, provision of footpath maybe available with provision of grant.
 - PROW B2011 – Change of signs from public footpath to bridleway crossing.
 - Speeding B2011 no funds available due to no reported fatalities. Parish Council could purchase speed camera.
 - Hatching at White Gates cost involved £120.
 - Old Dover Road, (Folkestone end), width for white gates surface marking.
 - Reposition/extension speed limit signs – not cost effective.
 - Grass Cutting – as cutting had not happened as promised by JFDI, it was agreed to change contractor to Harmer Landscapes, which had taken place and grass had now been brought back to a satisfactory condition. A new invoice with 10% reduction was received from JFDI. This was agreed to be paid.
When new-year tenders are applied for, it was decided that the contractor chosen, be required to sign a contract.
 - Grass Cutting – residential verges – Two letters had been received from residents on the cutting of their verges between property and pathway, stating it should be Council responsibility, now Dover District Council had levied a payment for green waste removal. It had been investigated and Clerk would reply stating “deliberation and investigating taken place and sympathy with their issue, but it was a Highway problem not a Council one”.
- d) Other (District Cllr: Scales)
- Planning Decisions can be viewed on website under tracked applications documents.
 - 147 New Dover Road – no decision on planning application.
 - Aidan’s Yard, Capel Street – Storing of vehicles on site has permission. Community Warden to be requested to monitor.
 - Satmar Lane – Meeting held, but no feedback received on business operation on-going at premises.
 - Amount of vehicles working from Ivy Cottage – Cllr: Scales agreed to chase Planning Enforcement Officer decision.
 - Driveway and lack of drainage at 139 New Dover Road – retrospective planning application to be submitted. Cllr: Scales to check this.
- e) Action/Priority List – This document is on-going and will be discussed further at next meeting.
- f) Other – None.

8. CORRESPONDENCE

PAYE Implementations – Clerk reported that new tax regulations indicate that tax should now be deducted from source of any wages paid. Clerk is arranging paperwork with HM Revenue and Customs. This would also cause implications with employment laws etc. Cllr Stone agreed to look into this further.

Kent Foster Carer Association – Reminder that Fun Day held on playing field on Saturday 14th July was completely washed out. No damage to field had been reported or noticed.

Wedding Reception, 12th July 2013 – request to use part of rear playing field to erect marquee. This was agreed, providing no inclement weather was evident.

Other items and emails received: Already circulated and attached to minutes.

9. CHEQUES

The following cheques were approved and authorised:

Proposed by Cllr. Stone and seconded by Cllr.Norris .

	INVOICE	VAT	<i>Cheque No:</i>
JFDI – Grass Cutting (<i>Cheque No: 001376 June cancelled</i>)	504.00		<i>001379</i>
Village Hall Management Committee – Rent for small hall	114.00		<i>001380</i>
Mr D Reed – Litter Clearance	72.08		<i>001381</i>
Mrs M Leppard – Salary	341.66		<i>001382</i>
Dover District Council – Field rent	112.50		<i>(Direct Debit)</i>
Total	1144.24		

10. PLANNING**Applications decided by Sub-committee**

Copt Hill Farm – Erection of detached barn. No objections.

Site at Western Heights & Farthingloe – Redevelopment of houses etc. No objections but concerns noted on increase traffic.

Applications subject to site inspection

6 Clarence Road – erection of detached chalet bungalow (existing garage to be demolished) on 31st July @ 9.30am. Noted.

Applications granted

Little Satmar Caravan Park, Winehouse Lane – Change closure period.

11. MATTERS CONCERNING THE PARISH

None

12. DATE OF NEXT MEETING – Tuesday, 21st August 2012.