

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 15th OCTOBER 2013

Present:

Cllrs: C Goble (Chairman), P Jones, C Norris (Vice Chairman), K Pilcher, J Stone, G Titman, B Tutt, together with Dave Bish (Community Warden), Geoff Lymer (County Councillor), PCSO Gretel May and Frederick Scales (District Councillor).

1. **APOLOGIES:**

Cllrs: V Hale and M Thomas, Lynn Brisley (Dover District Council Community Engagement Officer), and Chantal Blythe (Community Warden on maternity leave).

2. **PECUNIARY INTEREST FORM**

Pecuniary interest form received from new member V Hale.

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

4. **SPEEDING ON B2011 (New Dover Road)**

a) **Ian Brooks (ITS Maintenance Engineer, Kent County Council – Highways & Transportation)**

- A problem was still evident according to recent data received from flashing 40mph signs, with over 56mph average recorded from Folkestone to Dover, within 40mph average from Dover to Folkestone.
- Machines would be subject to calibration later, especially as solar panel may be affecting battery life with amount of foliage covering Dover/Folkestone machine. Query raised on green/red lights which indicated power source, was due to different make of machines.
- Kent Safety Partnership notification on proper policing discussed.

b) **PSE 54436 Guy Rollinson (Speed Watch Support Team - Kent Police)**

- Point document circulated and presented.
- Document indicated; community based, practitioner types, information recorded, different warning letters and criteria, education of scheme, Police support, analysis of data collected, operational points, other site links, statistics/detection data and letters sent 2012.
- Equipment required – free standing red speed sign. Cost approx. £2,000 per unit – County Members support costs a possibility.
- At least 3 – 4 volunteers per session required. Not more 4 or less than 3 suggested.
- No photos allowed and day light sessions only for safety reasons.
- One and half (1½) hours training required – Free. No one under 18.
- Risk assessment of area to be carried out by Speed Watch Team. High visibility jackets supplied.
- Letters sent out by Kent Police following criteria set.
- Liaison with Kent Highways on Speed Watch signs.

c) **PCSO Gretel May PSE 56664(Police Community Safety Officer – Kent Police)**

- Reported - used before and had proved effective.

d) **Dave Bish (Community Warden – Kent County Council)**

- Able to loan a unit from Dover District Safety Unit.

5. **PROPOSAL FOR ON FARM ANAEROBIC DIGESTION PLANT**

Report from Dover District Planning Department that 15 responses had been received to proposal, but they had, to date, not yet viewed all of them.

Instructions to be advertised in Grapevine on: “How to apply to speak at DDC Planning Committee Meetings”.

6. **PUBLIC ADDRESS TO COUNCILLORS**

- a) Resident request - Anaerobic Digester Plant – withdrawn.
- b) Resident request - skate-park noise level, had a decision been made on sound-proofing?

Thanks expressed to residents for their input for Councillors consideration.

7. **MINUTES**

The Minutes of the meeting held on 17th September 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr. Stone and seconded by Cllr. Titman.

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

a) Outdoor Recreational Facilities – Sub-committee

- Lynn Brisley - report read out:

The Youth Opportunities Grant for £5,000 had been approved - a huge thank you and well done to those youths who took part - this means that we now only have £2,429 to go until we have enough money for the Zip Wire and £6,450 for the Petanque. A “You Decide” application has been made for the £2,429 again, some lovely pictures have been produced by the younger generation for the display at this event and Mr Amin has agreed to donate the profits from his Indian Evening on 9th November towards the Petanque. Further grant opportunities are available for application in December....we are nearly there!

(i) Repair Status of Equipment

- Moss encroachment on MUGA.
- Skate-park noise level on flat surface area – following receipt of quotation for sound-proofing (layer of plywood installed with an injection of expanding foam) for £1,596.75. A reduction of £200 had been negotiated due to other works on removal of side panels to be carried out to treat corrosion. Confirmation to be obtained on warranty status and meaning of guarantee, due to work involved.
- Duty of care to residents to also be considered.
- Final decision on installation of sound-proofing to be made at next meeting, when answers to items mentioned received.

(ii) Benches, waste bin, lighting, signs and replacement trees

- Benches – on order. Waste bin – awaiting DDC re-location. Lighting – monitoring. Signs – CCTV Warnings awaiting installation. Replacement Trees – Delivery expected mid-November.
- Trees along Lancaster Avenue require cut back – quotation received and agreed.

(iii) Attendees for “You Decide” event – members of the sub-committee agreed; Maureen Leppard, Keith Pilcher and James Sheridan, plus members of public Sarah and Max Pegler.

b) Speeding issue on New Dover Road (B2011)

- It was agreed, in principle to go ahead with the Speed Watch Scheme, depending on volunteers available. A request would be inserted in Grapevine newsletter. Then training could be organised.
- Initial outcome would be to loan a machine and/or possible share with another area, before decision made on purchase.

c) Neighbourhood Plan

- Reports from other Parish Councils circulated and noted.
- Ideally this Plan would be to obtain views of what village residents required “a vision of the village”. This would entail a major referendum requiring a good leadership and resulting in a lot of hard work.

A proposal not to proceed was presented by Cllr: Stone and seconded by Cllr: Titman and agreed.

d) Land Allocation Document – To date, no information had been received from Inspectorate to attend a meeting.

e) Other

- Request from residents to enquire further of Stagecoach to change bus route had received a reply. It was agreed to print this in Grapevine to ascertain resident’s response.
- Request to consider Community Event for 2014 was proposed and agreed. A sub-committee of Clive Goble, Keith Pilcher and Jayne Stone was formed.
- Foreign lorry drivers discussed and would be investigated further by Cllr: Jones.

9. **DELEGATES REPORTS**

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

- Two (2) break-ins reported: One adjacent to Memorial Site, another from shed when bike and tools were taken.
- 19th October – NHW Meeting. Format to be an informal chat with those interested parties.

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

- Report circulated and read.

c) Highways – Cllr: Brian Tutt report circulated:

- Bollards installed in Capel Street to standard Kent Highways specifications at 2 metres apart. Reflectors to be attached at a later date. Vicinity to kerb explained as due to car doors having room to open and works to Highway not interfering with concrete footings.
- Meeting to be arranged with Gas Network, contractors Morrisons and Highways on the final finish of the grass verges and gullies.
- Further salt bin provision from Kent Highways not viable due to assessment criteria. Agreement to be reached with farmers to clear specific areas of concern. Delivery of salt bag agreed with David Daniels at Hollingbury Farm.

d) District Councillor Scales

- Hand-out given on recent attendance at Planning Training was a useful document and would be emailed to Councillors for information to note on National Planning Framework.
- Notification from Planning Enforcement Officer that a business was definitely being run from Ivy Cottage, Satmar. A retrospective planning application was being requested from owners.

County Councillor Geoff Lymer

- Works to Folkestone Hill to be carried out by Kent Highways.
- Parking around schools – enforcement officers to be considered to attend and any vehicle parked on zig-zags or blocking driveways to be issued fixed penalty notices.
- Footpath from School in Capel Street to the East to be investigated further.
- Turning off street lights experiment – no problems to date encountered.
- Day Centres in Dover (Nurseries) – if not enough attending, then options available to go to others.

e) Other

- Parking on grass verges Winehouse Lane/B2011 – bollards missing resulting in obstruction of highway.

10. **CORRESPONDENCE**

- St Mary's Churchyard: Working party arrangements and Community Payback Scheme use was considered last time this problem of tidying was brought forward to Councillors. Cllr: Goble to make further enquiries on exactly what the Church Benefice are requiring from the Council.
- KALC Training: Cllr: Stone attending "Dynamic Councillor" and would report back at next meeting. Proposed by Cllr: Stone and agreed to include a figure in next year's budget for Training purposes.
- Dogs Trust Charity: Notification of free attendance at events to carry out micro-chipping. Passed to Cllr: Stone for following up.
- Audit of 2012-2013 Accounts returned from Audit Commission – no matters of attention to be considered by Councillors.

Other items and emails received (attached)

11. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Tutt and seconded by Cllr. Titman. Signed by Cllr. Goble and Tutt:

EXPENSES - DETAILS <u>Invoices received and Payments to be made</u>	INVOICE	VAT	Cheque No: or BACS	NOTES
PKF Littlejohn – 2012/2013 Audit of Accounts	200.00	40.00	BACS	
Harmer and Sons – Grass Cutting	375.00	75.00	BACS	
Earth Anchors – 2 Seats	560.00	112.00	BACS	
Capel Village Hall – NHW Meeting Hall rent	12.50		001452	
Kent Assoc Local Councils – Councillor Course	60.00	12.00	001453	
Dover District Council – October Grapevine print	301.32		BACS	
Mr D Reed – Litter Clearance October	72.08		001454	
Mrs M Leppard – Salary & Expenses; Dehumidifier bags for noticeboards £11.80	280.00 11.80		BACS	
TOTAL	1872.70	239.00		

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

Royal Oak Public House, New Dover Road, - Erection of single storey extensions and conservatories to both sides, rear extension, installation of rear and side external stairs and balcony (existing extensions and outbuildings to be demolished).

Resolved: This property is just outside our Parish boundary. However, Capel-le-Ferne Parish Council would report they have no objections to this Planning Application.

Applications Granted

Lower Standen Pumping Station – Erection of single storey building for new pumping station etc.

13. **MATTERS CONCERNING THE PARISH**

None

14. **DATE OF NEXT MEETING**

Tuesday, 19th November 2013 at 7.30pm.