

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th SEPTEMBER 2013

Present: Cllrs: V Hale, P Jones, K Pilcher, J Stone and G Titman.

In the absence of the Chairman and Vice-Chairman, Cllr: Pilcher was nominated to take the Chair for the meeting. This was agreed.

Welcome given to two new members.

1. **APOLOGIES:**

Cllrs: C Goble (Chairman), C Norris (Vice Chairman), M Thomas, B Tutt, Frederick Scales (District Councillor), PCSO Gretel May, Dave Bish (Relief Community Warden), Chantal Blythe (Community Warden on maternity leave) and Lynn Brisley.

2. **PECUNIARY INTEREST FORMS AND WRITTEN UNDERTAKING FORMS**

Pecuniary interest form received from new member G Titman. Written Undertaking Forms completed by new members V Hale and G Titman.

3. **UPDATE OF COUNCILLORS DETAILS** – Changes noted.

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

5. **PUBLIC ADDRESS TO COUNCILLORS**

Resident Marilyn Flack: Speeding on B2011:

- Vehicles not keeping to 40 mph speed limit.
- Use of road if A20 closed.
- Police use increased.

Meeting was informed that the Parish Council had been campaigning on this issue for several years in various ways and for changes to be made to the present speed limit and/or position of signs. This would be further discussed at the next meeting when the following would be invited to address the Councillors:

- Ian Brooks - Kent County Council Technician on the flashing signs data
- Guy Rollinson – Kent Police Speed Watch Scheme Co-ordinator. Meeting was given a brief summary of how scheme operates for consideration.
- Dover District Neighbourhood Police Inspector Sean Pryor and/or PCSO Gretel May.

6. **MINUTES**

The Minutes of the meeting held on 20th August 2013 were approved and signed by the Acting Chairman, Cllr: Pilcher. Proposed by Cllr. Stone and seconded by Cllr. Jones.

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

a) **Outdoor Recreational Facilities** – Sub-committee

Lynn Brisley - report read out:

- Scores on the doors - fund raising to date - £112,196.
- Still need £6,869 for Zip Wire and £6,500 for the Petanque.
- Unfortunately recent 10K bid was unsuccessful, but we are not deterred!
- Have already submitted £2,500 to You Decide and are waiting to hear if 3 people from the group need to attend an event to display project and for the public to vote.
- Plus £5,000 Youth Opportunities Fund applied for by the youths - lots of lovely pictures and ideas submitted - awaiting to hear.
- Awaiting the opening of an ideal fund (Tesco) at the beginning of December, plus the Trusthouse Charitable Foundation which is to be submitted by 30th Nov (currently working on this one), and further details to be investigated for BIFFA fund reference Entrust membership. None of these will give an instant answer - patience is required at this stage.

- i. **Monthly report on equipment** circulated by Cllr. Pilcher: The replacements to the Gym equipment had been completed. Grass around MUGA required strimming, a few minor adjustments to swings, bolts to signage, ramps and teen shelter paintwork noted. Skate-park was still suffering corrosion problems and was considered not satisfactory, as it had only been in situ for a few months (compared to Lyminge that had no problems and was installed in 2007). Cllr: Pilcher was liaising with Evolution.

continued

i) Monthly report on equipment continued

A quotation was received for £1,596.75 for sound-proofing with plywood and foam, following noise observations from residents, particularly when a larger person using it, there is an irritating continual drumming sound. Cllr: Pilcher would negotiate with supplier to investigate a reduction of quote, bearing in mind other works to be carried out. Members decided the Council should be looking to ways of alleviating this problem for residents.

ii. Benches, waste bins, lighting, signs and replacement trees:

- Benches – agreed by History Book members to use funds at a cost £560 for one seat with back and one bench. Agreed by members present to purchase - Clerk to arrange order and installation by Capel Groundworks.
- Waste bin re-siting – still waiting Dover District Council to carry out.
- Lighting – continue to monitor.
- Signs – agreed to purchase 3 aluminium CCTV signs initially at a cost of £22 per sign.
- Trees – Waiting confirmation of free saplings from Woodland Trust. Decision to wait until next year to purchase of further trees.

b) Speeding issue on New Dover Road (B2011) - already discussed (item 5)

c) Neighbourhood Plan: On-going whether to produce. Two Parishes in District had carried this out and a request was made for Clerk to approach Worth and St Margaret's Parish Council, for answers to questions; volume of work required, costs, etc. and if anyone would be available to talk at one of our meetings.

d) Land Allocation Document – Nothing further to report at present.

e) Other - None.

8. DELEGATES REPORTS

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

- Manure seller incident in village reported to Police.
- Meeting – active members established and Clerk to arrange to book small hall for another meeting. Letters and emails to be sent to street co-ordinators to confirm date.
- Information continues to be circulated to residents.

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

- A treasurer had been found since last meeting.
- Chairman and Vice-Chairman required.
- Cllr: Titman enquired on volume of work involved.
- Further confirmation of Charity position to be investigated regarding management of hall being run by other means.

c) Highways – *Cllr: Brian Tutt report read out:*

- B2011 Gas mains renewal – reinstatement to ground to be carried out to Council satisfaction and daffodils replaced, gully damage reported to Kent Highways, signage obstruction reported to contractors.
- Old Dover Road – Request PCSO to investigate HGV parking causing verge damage.
- Capel Street – Funding from County Members fund to install posts had been agreed.
- Capel Street, foul sewer to be exposed as buried under tarmac following resurfacing.
- Salt bins – additional bins being investigated with Highways.

d) District Councillor Scales / County Councillor Geoff Lymer – No report.

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

- Report circulated.
- Councillors to give consideration to an event next year, or a combination of events. To be discussed further at a later date.

f) Proposal for on Farm Anaerobic Digestion Plant

Exhibition had been arranged by Mr Snape for Monday, 30th September.

Councillors had previously been circulated with the questions raised by the visiting sub-committee to the site and discussion took place on the response to any planning application that may be received. It was requested by a member that the decisions made should be full members' decision and this was agreed. It was agreed not to arrange an Open or Public Meeting in view of the pending Landowner and Consultants' Exhibition on 30th September, 4pm - 8pm, and until further information was collected by Councillors.

Continued

f) Proposal for on Farm Anaerobic Digestion Plant continued

The Councillors present were reminded that if the Planning Application had an imminent arrival, there would be little time to organise and put into place, due to time restriction of 21 days in submitting a Parish Council response to Dover District Council. It was suggested and agreed that when the application arrives, the procedure, as adopted and used for the Planning Sub-Committee should apply, in that all Councillors submit their comments to the Parish Clerk for collating to send to the Local Authority. A list of Councillors' questions would be made available for residents at the exhibition, together with details of how they could make comment on any planning application.

g) Other - None9. **CORRESPONDENCE**

Guston Parish Council – Email and petition document received to support other Councils on “Fracking” issues in area. Councillors present commented that not enough was known at the present to offer any form of assistance.

KALC Training – The Dynamic Councillor training notification received. Several Councillors expressed an interest in attending this, but it was fully booked. Request for a training budget and programme to be allocated in the budget for next year – to be confirmed at next meeting.

KALC Guidance Booklets – 2 more to be requested for new members.

St Mary’s Graveyard – Request on Parish Council funding discussed at least 5 years ago had been investigated. Clerk reported in 2008 an amount of £500 was agreed to assist clearance of the graveyard. This was not used in full (approx: £123.00 used, as most work had been carried out by Community Payback Scheme). As this was some time ago, Clerk had requested a report from the Church on future proposals for consideration by Councillors.

Battle of Britain Memorial Site works – following recent concerns expressed by resident on hoarding at site, Clerk reported this had now been resolved amicably between both parties.

Farm smells – several complaints received on smells endured in late summer months, due to slurry being deposited on land. Residents had been referred to Dover District Council Environmental Department website for information and explanations.

Posters displayed – Doctors surgery in Folkestone Road, Dover, patient places available.

Bus Routes Folkestone/Dover – Request had been received and supported to ask Stagecoach to consider re-routing existing bus routes. This had now been subject to media coverage.

Grass Cutting – additional works to cut down weeds behind Village Hall had been requested of Contractors, Harmer and Sons Landscapes. This had now been carried out free of charge.

Other items and emails received (*attached*)

10. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Stone and seconded by Cllr. Jones. Signed by Cllr. Pilcher and Clerk Mrs M Leppard:

INCOME - DETAILS				NOTES
<u>Payments received and confirmed receipt into Bank Account</u>				
Sale of History Books	65.00		<i>CASH</i>	
Plaque Unveiling Event – Sale of refreshments	57.20		<i>CASH</i>	
Plaque Unveiling Event – Donations	50.20		<i>CASH</i>	
Sport England (Inspired Facilities)	49,735.00		<i>BACS</i>	<i>Invoice now paid to TGOGC</i>
Kent County Council – Grant Project	1,500.00			
TOTAL	51,407.40			

Continued

10. **CHEQUES and BACS PAYMENTS continued**

EXPENSES - DETAILS <u>Invoices received and Payments to be made</u>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
Capel Groundworks – Supply & Install QE II Plaque	1700.00	340.00	<i>BACS</i>	
Andy Graphix Ltd – Supply & Install Signs	90.00	18.00	<i>BACS</i>	
Dover District Council – Grapevine Print	361.32		<i>BACS</i>	
Harmer & Sons – Grass Cutting August	375.00	75.00	<i>BACS</i>	
Zurich Municipal – Additional Insurance	238.75		<i>BACS</i>	
Atlantis Entertainment (Mr Bean) – Event Bouncy Castle & Sumo Wrestling	200.00		<i>001448</i>	
Clive Goble – Plaque Unveiling expenses	22.26		<i>001449</i>	
Viking – Ink Cartridges	45.47	9.09	<i>BACS</i>	
Renham Cycles – Gift Voucher	15.00		<i>CASH</i>	
Mr D Reed – Litter Clearance September	72.08		<i>001450</i>	
Mrs M Leppard – Salary & Expenses; CCTV Code of Conduct £8.75, Flower Presentations £90.00, Picture Frames £22.69.	280.00 +		<i>BACS</i>	
	121.44			
Royal British Legion Poppy Appeal – Donation	25.00		<i>001451</i>	
TOTAL	3546.32	442.09		

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

Rockley Lodge, 24 Cauldham Lane – Erection two storey and single storey side extensions and attached garage. Resolved: Concerns about the forward position of the garage impinging on the sight-line of the adjacent property. Side extension appears alright on paper, however would like to see what affect this will have within the area as you cannot ascertain from the drawings. Both these items need investigating further by Planning Officer.

Applications Granted

Sunnymead, 149 Capel Street – Erection of single storey rear extension.

Land at 1, Old Dover Road – Erection of a detached dwelling and construction of vehicular access.

Retrospective Applications

Field on Cliff top, Old Dover Road – New entrance onto highway. Resolved: Enforcement Officer invited application for change of use.

12. **MATTERS CONCERNING THE PARISH**

- Resident approach to Councillor regarding his daughter involved in a car crash with a foreign driver. Clerk requested to write to MP and Department of Transport.
- Recent dog fouling incident reported to Police and owners had been spoken to.

13. **DATE OF NEXT MEETING**

Tuesday, 15th October 2013 at 7.30pm.