

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 16TH SEPTEMBER 2014

Present:

Cllrs; C Goble, C Norris, K Pilcher, J Shaw, J Stone, together with Frederick Scales (District Councillor).

1. **APOLOGIES:**

Cllrs: V Hale, P Jones, G Titman, B Tutt, Geoff Lymer (County Councillor), PCSO Gretel May and Community Warden Dave Bish.

2. **DECLARATION OF PERSONAL INTERESTS**

None.

3. **PUBLIC ADDRESS TO COUNCILLORS**

None.

4. **MINUTES**

The Minutes of the meeting held on 19th August 2014 were approved and signed by the Chairman, Cllr: Goble, proposed by Cllr: Pilcher and seconded by Cllr: Stone.

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

a) Main Modifications to Dover District Council Land Allocation Plan

Three (3) forum sessions for residents were held with approximately 20 people at each. Views received included: what to do to improve facilities and;

- **Policy LA21 Land to the South of New Dover Road, between Capel Court Caravan Park and Helena Road, Capel Le Ferne** - high ground of site and properties bearing down on others in vicinity, retain and enhance bridle path, screening at planning stage, traffic management and profile on policy has not been addressed (i.e. detailed traffic assessment by developer especially traffic turning and volume of traffic during day being continuous), linking footpath, buildings to be in keeping with village (not 3 storey – but low level), warden assisted properties for elderly (1 bedroom single person dwellings), mixed development and a dwelling maximum amount on development.
- **Policy LA22 Land to the North of the Junction of Capel Street and Winehouse Lane, Capel Le Ferne** Diversion and/or retain bridleway.
- **Policy LA23 Site between 107 & 127 Capel Street, Capel Le Ferne** – Frontage development only, hedgerow retained or plant a new one for wildlife, cutting hedge a condition of planning approval, access road going into site, height of development not causing problems to properties opposite, development to be in keeping with vicinity, KCC land opposite and new footpath and a dwelling maximum amount on development.

Apologies were received from District Councillor Scales on non-attendance at one forum.

Cllr: Norris to produce a Parish Council response letter to the Main Modifications based on comments received and email to Planning Committee members for approval. Clerk to send to Dover District Council by 25th September.

b) Gypsy, Traveller and Travelling Showpeople Local Plan - Sustainability Appraisal (SA) Scoping Report and Stakeholder Event

No sites to be recognised.

c) Repair Status of Play Equipment – report circulated.

Items highlighted included:

- Petanque Court - encouragement meeting well attended with approximately 25 people. Fencing to be arranged with 2 self-closing gates - Awaiting quotation.
- Harmers and Sons Grounds Contractors to cut back overgrown vegetation around BMX Trial area.
- Skate-park - screws to be replaced by Evolution, but not causing any insecurity to ramps.
- Signage bent – Cllr Pilcher to apply a plywood backing.
- Corrosion on climbing frame/slide and other equipment – suppliers to be contacted.
- Swings and rowing machine lubricated.
- Lack of use of gym equipment – suggestion to ask TGOGC to hold a training session in Spring.
- Replacement of junior play equipment – children being asked at school to ascertain their requirements.

5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA continued**

d) Speed-Watch Scheme Update – Proposed by Cllr Stone and agreed by all present that, amount of volunteers was not sufficient to run scheme and to defer any decision on the future of the scheme until next meeting. This would be placed on agenda as part of a prioritising of all traffic calming management in village. Thanks to existing members of Speedwatch to be placed in Grapevine.

e) Waste Bins on Playing Field ad Old Dover Road – 2 new bins installed on Playing Field and 2 replaced in Old Dover Road.

f) Memorial Completion Update – Fencing quotation to be chased by Cllr: Goble.

g) Other – None

6. **DELEGATES REPORTS**

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

- No report.
- Cllr: Stone to make enquiries on further copies of Scam booklet received from Police.

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

- Nothing to report.

c) Highways –

- Closure of Dover Hill discussed. This had now been postponed until school half term week. Awaiting decision on bus services. Thanks expressed to Clerk for negotiating with Kent Highways and Stagecoach.
- Clearance of grass rising in Capel Street reported.
- Cost of further PROW maps at £20 each sheet considered excessive. Other means of copying to be investigated.

d) District Councillor Scales and/or County Councillor Lymer

District Councillor Scales - Items highlighted:

- Gulley clearance schedule to be notified to Parish Council following Dover Transport meeting.
- District and County Councillor Surgery to be held on Monday, 13th October. Further dates would be arranged if necessary. Parish Councillors to consider attending future events if held.

f) Other

7. **CORRESPONDENCE**

Dover District Council - finance issues referred to for request had been received, on installation of further new bus shelters. District Councillor Scales requested this be forwarded to him, also the correspondence regarding bus service route, for him to take up further at Joint Transport meeting.

GoAction Stations emails sent to residents on Spitfire Flights received and circulated.

List of email items received attached and/or previously forwarded.

Other received:

1. Fields in Trust Impact Report and Awards 2014 leaflets and brochure.
2. Wicksteed Playgrounds – Grasshopper range equipment.
3. Clerks and Councils Direct magazine
4. Dover, Deal and District Citizen's Advice Bureau AGM @ Deal on 9th October
5. Healthwatch Kent Annual report 2014
6. Dover District Council - Prospective Councillor Evening "Life as a District Councillor" on Wednesday 6th November and poster.

8. **CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

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

INCOME BALANCES - DETAILS <i><u>Payments received and confirmed receipt into Bank Account</u></i>	INVOICE	VAT	<i>Cheque No: or BACS</i>	NOTES
TOTAL				

EXPENSES - DETAILS <i><u>Invoices received and Payments to be made</u></i>	INVOICE	VAT	<i>Cheque No: or BACS/SO/DD</i>	NOTES
Harmer and Sons Grounds Maintenance – Grass August	387.50	77.50	<i>BACS</i>	
Andy Graphix – Under 12s signage x 2	65.00	13.00	<i>BACS</i>	
Mr D Reed – Litter Clearance September	73.33		<i>Cheq: 1483</i>	
Mrs M Leppard – Salary £293.70 Expenses: Stamps £5.83, Memory Stick: £9.99	309.52		<i>BACS</i>	
HM Revenue & Customs – PAYE Tax	206.60		<i>DD</i>	
TOTAL	1041.95	90.50		

BANK BALANCES - DETAILS	B/fwd		C/fwd	NOTES
Bank Account (Reserve) Balance	21,899.17		20,899.17	
Bank Account (Current) Balance	1,811.25		679.05	
Bank Account (Community Project)	277.94		277.94	
TOTAL	23,988.36		21,856.16	

9. **PLANNING****Applications Decided by Sub-Committee**

Swallowfield, Satmar Lane – To allow obscure glazing to door.

Resolved: No Objections

10. **MATTERS CONCERNING THE PARISH**

- a) Request by Clerk to have CCTV monitor and DVD equipment repositioned to a more convenient position for ease of viewing footage was agreed. Clerk to investigate cost.
- b) Resolution passed to discuss confidential issues in agenda item 12, proposed by Cllr Norris and seconded by Cllr Stone and agreed by those present.

11. **DATE OF NEXT MEETING** Tuesday, 21st October 2014 at 7.30pm.12. **CONFIDENTIAL ITEMS**

Following a resolution passed in item 6f, items were discussed and recorded under separate cover.