

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 20th NOVEMBER 2012

Present: Cllrs: C Goble (Chairman), P Jones, K Pilcher, J Stone, M Thomas.

1. **APOLOGIES:** Cllrs: R Blake, L Clements, C Norris (Vice Chairman), B Tutt, Frederick Scales (District Councillor), Community Warden Chantal Blythe and PCSO Gretel Stevens.
2. **DECLARATION OF PERSONAL INTERESTS** - None
3. **MINUTES**
The Minutes of meeting held on 16th October 2012 were approved and signed by the Chairman Cllr: Goble. Proposed by Cllr: Stone and seconded by Cllr: Pilcher.
4. **MATTERS ARISING**
 - a) **Future Outdoor Recreational Facilities** (Community Warden/Lynn Brisley)
 - Cllr: Pilcher reported, Lynn Brisley and he had visited site to view TGO equipment in situ. This had proved a little disappointing, as the gym apparatus showed signs of rust etc. Pictures of these were circulated. Further visits to be made to view other sites and other equipment.
 - Planning meeting at Dover District Council to be attended by Cllr: Pilcher, who would be requesting opportunity to speak to Committee on issues that had been raised by objections to application.
 - Fields in Trust Award “Diamond Jubilee Playing Field” applied for was unsuccessful.
 - SITA Trust funding applied for was unsuccessful.
 - Amount of £2,000 from KCC (Members Grant) had been received into bank account.
 - No objections were raised to Deed of Dedication form amendment from Fields in Trust to National Playing Field Association.
 - b) **Agree position for Plaque Plinth** (Clerk)
Following discussion, it was agreed this would be sited on Playing Field boundary along Lancaster Avenue, somewhere near the black historic noticeboard.
 - c) **Future of Black Historic Noticeboard**
Dover District Council had been contacted and would be looking into funding to renovate this. They may then be looking to Parish Councils to take over the future upkeep.
 - d) **Receive from Councillor “Pecuniary Interest form** (Cllr: Norris/Clerk)
Cllr: Norris was absent from meeting.
5. **DELEGATES REPORTS**
 - a) **Neighbourhood Watch** – (Community Warden/PCSO and Cllr: Jones).
 - Report from Community Warden was read to meeting and would be attached to minutes.
 - Cllr: Jones reported on meeting with CCTV contractor on updating system by removing two cameras in old Post Office room and providing two further cameras outside. Quote had been received and was read to meeting. It was proposed by Cllr: Stone, seconded by Cllr: Pilcher and agreed by those present to go ahead and carry out works to enhance system as follows; replace monitor (for better reception picture) - £225, replace two existing dome cameras with high quality day/night - £376 and supply and fit two additional cameras - £665. Total £1266, plus VAT.
 - NHW system in village to be set-up and Cllr: Jones stressed that he felt it was important we continue to raise the profile of Neighbourhood Watch in any way we can. He was awaiting necessary paperwork to get this underway.
 - b) **Village Hall Management Committee** (Cllr: Stone/Clerk)
 - Vandalism to windows at hall reported and had been dealt with.
 - PA system in main hall to be upgraded.
 - Annual General Meeting – 26th November.
 - c) **Highways** – (Cllr: Tutt)
 - 2 Street lights reported not working had been repaired following reporting on-line (one in Beatrice Road and the other Lancaster Avenue/Playing Field).
 - Speeding on B2011 on going with Police and continuing pressure to enlist their assistance. PCSO Gretel May would be undertaking speed checks.

d) District Councillor Scales - Report from Cllr Scales read to meeting and included:

- Drainage works to driveways at residences in New Dover Road and Capel Street being investigated by Dover District Council Planning Investigation Officer Mr Paul Francis.
- Playing Field Planning Application on agenda for DDC Planning Committee meeting on 13th December.
- Nothing further to report on Ivy Cottage and Satmar Lane. Files open on both properties – planning permission to be submitted and Enforcement Officer would put in writing.
- Case Officer to be reminded about White Cliffs Inn, New Dover Road (burnt out café) and Shearway, Capel Street.

e) Other - None

6. CORRESPONDENCE

- Insurance to pay for renovation and installation works to play equipment following vandalism in August. Works will be completed by Wicksteed in December.
- Fly-tipping in waste bins and grit bin being monitored by DDC and clearance contractor for evidence. None found to date.
- Following clearance of overgrown trees and vegetation at Playing Field, Clerk to send a letter of thanks to Veolia for their services.
- No decision made yet on Neighbourhood Forum representative.
- Bridleway from Capel Street to Cauldham Lane (across farming land). This had now been taken up by Capel Ramblers Association.
- Copy Letter to resident on provision of further bus shelter opposite White Cliffs Park to be investigated further.
- Dover District Council enquiry on funding opportunities. Reply to be sent that each application will be considered on individual merits and only a certain % can be given from Parish Precept.
- Shepway District Council – Shepway Core Strategy Local Plan. Notification on commencement of Period for Formal Representations.
- Parish Precept for 2013/2014 to be on agenda for January 2013 meeting. Copy of budget will be forwarded with agenda.
- Other items received - List of email items received and/or previously forwarded – would be attached to minutes

7. CHEQUES

The following cheques were approved and authorised:

Proposed by Cllr. Jones and seconded by Cllr. Stone.

	INVOICE	VAT	Cheque No:
Royal British Legion – Donation	20.00		001401
Harmer and Sons Grounds Maintenance – Grass cutting	375.00	75.00	001402
Wicksteed – Repairs to play surface (Insurance claim)	1504.00	300.80	001403
D Reed – Litter Clearance	72.08		001404
M Leppard – Salary	273.46		001405
Total	2244.54	375.80	

8. PLANNING

Applications Received

134 New Dover Road – Erection of single storey side and rear extension –

Comment submitted: Possible obstruction of sight line to the rear window of the attached property.

107 Capel Street – Erection of single storey rear extension, two dormer roof extensions and a detached garage.

Comment submitted: How will existing and proposed drainage be dealt with and existing garage being asbestos will require specialist contractors to remove.

9. **MATTERS CONCERNING THE PARISH**

- Notification on file of leaflet regarding where to obtain documents from Natural England on Battery Site.
- Problems with condensation in new Noticeboards a cause for concern. Cllr: Pilcher to drill holes in base for airflow, as recommended by suppliers. Clerk to continue with financial reimbursement as a matter of goodwill.
- Cllr: Goble gave apologies for not being able to attend the January meeting.

10. **DATE OF NEXT MEETING** – Tuesday, 18th December 2012

(Followed by Festive Refreshments).

Please feel free to bring along a plate of refreshments for the table.

Mulled Wine to be supplied by Cllr: Goble and Mince Pies by Cllr: Scales.