

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 18th DECEMBER 2012

Present: Cllrs: R Blake, P Jones, C Norris (Vice Chairman), K Pilcher, J Stone, M Thomas, B Tutt, and Frederick Scales (District Councillor)

1. **APOLOGIES:** Cllrs: L Clements, C Goble, Chantal Blythe (Rural Community Warden) and PCSO Gretel May.

2. **DECLARATION OF PERSONAL INTERESTS**
None.

3. **MINUTES**
The Minutes of the meeting held on 20th November 2012 were approved and signed by the Vice-Chairman, Cllr: Norris. Proposed by Cllr. Stone and seconded by Cllr. Pilcher.

4. **MATTERS ARISING**

- **Future Outdoor Recreational Facilities - Community Warden/Lynn Brisley**
 - Funding received - £2,500 Neighbourhood Forum, £9,250 from QE II Inclusion Fund and £49,735 from Inspired Facilities (Sport England). Request that no media coverage is given on Inspired Facilities grant until February 2013.
 - Outdoor Gym Equipment on-going. Investigations resulted in a 3 year maintenance guarantee and the new design for the equipment was circulated.
 - Planning will hopefully be on the January agenda of the DDC Planning Committee.
 - Plans agreed to be changed to move the equipment into the middle of the rear field giving approximately 60m either side (there being an area of approximately 140 metres available between Elizabeth Drive and Beatrice Road properties). This would hopefully help in the decision towards noise issue raised and help with objections raised by residents. It was considered that noise boards would be unsightly and subject to vandalism. The type of equipment used was not a particular issue with regard to noise, more the people using it. It was agreed that obtaining the services of an "acoustics engineer" would be costly. It was therefore decided to firstly enquire on the moving of the existing football pitch and if agreed to amend the plans accordingly and forward to the DDC Planning Department.
 - The TGO Company equipment had been extensively investigated and proved to be poor in quality. However the Company had stressed that this previous type was Chinese produced and they now use a British made type under "standards specifications". Cllr Pilcher and Lynn Brisley would be visiting sites and company on 24th January. Also checking the 3 year guarantee and different usage plates on equipment.
- **Black Historic Board**
No response had been received from Dover District Council on the refurbishment of this. It was agreed to remove board if it was not to be reinstated.
- **Pecuniary Interest form - Cllr: Norris/Clerk**
Cllr Norris confirmed he would complete this accordingly and return to Clerk.
- **CCTV Cameras**
Confirmation of camera set up agreed at previous meeting was given, i.e. system in place was able to accommodate 4 cameras. It had been proposed to replace the two existing outside ones with more versatile ones and to remove the two in the old post office room and install two more outside on side and rear of Village Hall to view existing and new equipment. This would be agreed in more detail when contractor ready to carry out work agreed. It was also confirmed that the monitor and DVD unit was locked in a cupboard in the room.

5. **DELEGATES REPORTS**

- **Neighbourhood Watch – Community Warden/PCSO and Cllr: Jones**
 - Warden on Annual Leave. Still waiting for leaflets to circulate to community to raise interest and revive scheme.
 - Replacement Warden whilst present on maternity leave would be available for two days a week.
 - Concerns expressed on transporter and traffic build-up in Capel Street recently.

- Village Hall Management Committee – *Cllr. J Stone/Clerk*
 - Minutes of last meeting received
 - Officers have been appointed.
- Highways – *Cllr: Brian Tutt*
 - Cut back of hedgerow on playing field boundary still a concern. Further investigations on where exactly this needs to be done to be agreed. Application to be made to Dover District Council Community Safety Partnership on acquiring the services of the Community Payback Scheme.
 - Footpath Capel Street to Cauldham Lane, still an on-going issue.
- District Councillor Scales
 - Bus Shelter – a meeting had been held with White Cliffs Park owner on installation of new shelter. Kent County Council had agreed an amount of £2,500 and the Park to pay for installation. The Parish Council were requested to agree the maintenance of this, which was accordingly agreed. Clerk to write to the owner of Park confirming this.
 - White Cliffs Inn, B2011 (burnt out property)
The owners had agreed to tidy up this building in January with a replacement green roof. Planning was to be submitted to convert the premises to a club house for the Park on a more long term basis.
 - Reduction of speed on B2011
Extending 40mph signage to Courtwood Roundabout - nothing further, due to a review on the issue of a lack of any relevant “crash statistics”.
 - Environment Enforcement Officer
A scheme is to be launched on 4th February 2013, with a presentation in January for Parish Councils and PCSOs. Cllr Jones agreed to attend this.
- Other
 - Correspondence with owners of Ivy Cottage, Satmar had taken place on flooding issue. Clerk would make contact with Kent Highways on status regarding this.
 - Transport Board clarification report regarding crossings received by Cllr Jones. This was concerning different types of crossings and specifications. This item would be reviewed and kept on agenda and action list for further investigations to be made.

6. CORRESPONDENCE

Setting of Precepts – (documents already circulated). Changes to Parish Precepts by Government intending to cap this was received. This would be discussed further at January meeting when Precept is due to be set.

Deed of Dedication and Lease for Lancaster Avenue Playing Field – Copies and original Land Registry entry received.

Arien Signs – Problems with condensation and seals on new noticeboards being pursued further with supplier.

Other items received (attached)-

Including Christmas cards from Charlie Elphicke MP and Chairman of DDC, Sue Nicholas.

7. CHEQUES

The following cheques were approved and authorised:
Proposed by Cllr. Pilcher and seconded by Cllr. Stone.
Signed by Cllr: Norris and Clerk Mrs M Leppard.

	INVOICE	VAT	Cheque No:
Dover District Council – Grapevine Printing	642.64	128.52	001406
D Reed – Litter Clearance	72.08		001407
M Leppard – Salary	273.46		001408
Total	988.18	128.52	

8. **PLANNING****Applications Granted**

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

Applications Received

18 Alexandra Road – Erection of single storey rear extension and construction of decking

No objections - this is a detached property and extension is to rear and has no detrimental effect.

Farthingloe and Western Heights, Dover – Redevelopment Scheme

Concerns expressed on impact of this scheme – number of units planned causing health, education and social service issues with workload, environment issues, water and power supplies and the issue of infrastructure for area and the District.

9. **MATTERS CONCERNING THE PARISH**

- Concerns expressed on traffic congestion in Capel Street near Primary School. PCSO and Community Warden to be asked to monitor.
- Concerns on condition of Shearway House, Capel Street (next to Primary School). Housing Officer reported to have visited every month and sufficient works being carried out according to schedule of works issued. Enforcement Notice would be put into place if evidence of danger was having an impact on neighbourhood.
- Reports of business being run from a property top end of Capel Street.
- Cats eyes and white lines Courtwood roundabout to Royal Oak. Clerk to report on-line fault system. *(Following meeting and report being submitted, Kent Highways confirmed this work has already been carried out and Officer has re-checked area concerned and is in order).*
- Cllr Jones requested insert into next Grapevine newsletter on reforming Neighbourhood Watch Scheme in village, quoting his telephone number and email address for contact and further details.

10. **DATE OF NEXT MEETING**

Tuesday, 15th January 2013 at 7.30pm.

Apologies received from Chairperson Cllr: Goble (Cllr Norris to take meeting) and Cllr: Tutt (January and February meetings).