

DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th DECEMBER 2019

Present:

Cllrs; Holliday, Lake, Leppard, Pilcher, Seager, together with County Councillor Geoff Lymer.

1. **APOLOGIES** – Cllrs: Greening, Norris, Shaw, PCSO Megan Keehner, Community Warden Andrew Hawkins.
2. **PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES** - (*Items raised are discussed by Councillors under related entries on Agenda*).
 - Drainage and Gullies Capel Street (Lancaster Avenue to B2011). *Action/Resolution: Reported to Kent Highways for clearing.*
 - Drains by field opposite 140 Capel Street covered with debris. *Action/Resolution: Reported to Kent Highways for clearing.*
 - If development agreed 107-127 Capel Street, wheel cleaning of vehicles and road sweeping will be essential. *Action/Resolution: Noted.*
3. **MINUTES OF THE MEETING HELD ON 15th OCTOBER 2019**

The Minutes of the meeting held on 19th November 2019 were approved and signed by the Chairman, Cllr. Tony Lake, proposed by Cllr: Holliday, seconded by Cllr: Pilcher and agreed by all.
4. **DECLARATION OF PERSONAL INTERESTS**
 - Cllr: Norris submitted interest in item 6a (107-127 Capel Street Planning Application).
5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**
 - a) **Local Economy (Action Plan)**
 - Locate the masts that provide the signals to the village. Approach the Broadband & telephone providers to enquire on improvements. *Action/Resolution: Waiting any input from District Cllr: Jamie Rose.*
 - Reply comments from Affinity Water - the water company stated no problems known on water pressure in village. *Action/Resolution: Clerk to write again to Affinity Water stating concerns by residents in Cauldham Lane/Close on low pressure to be investigated further.*
 - b) **Traffic Management**
 - Next financial year further traffic management measures for Capel Street required due to residents' complaints still on speeding. *Action/Resolution: Cllr: Lake to further investigate speed bumps and other Highway Improvements for Plan.*
 - Earth bund and remarking of lines. *Action/Resolution: Waiting Kent Highways installation.*
 - Alterations to traffic flow on Dover Hill. *Action/Resolution: Kent Highways will address in new financial year.*
 - c) **School Project Donation**

First Aid training for children funded by Council. *Action/Resolution: Waiting booking of dates.*
 - d) **Vacancy**

Nomination received and agreed to invite candidate to an informal interview. *Action/Resolution: Candidate to attend January 2020 meeting.*
 - e) **Other**
 - **Resilience Emergency Plan**. *Action/Resolution: Forwarded to Kent Resilience Team for checking.*
 - **Lighthouse Inn and Restaurant**. Noted that a 20year lease may have been agreed by local business person. *Action/Resolution: Land Registry check to be undertaken.*

Signed Chairman
Date 21st January 2020

6. **PLANNING.**

- a) **Land 107–127 Capel Street** (*Declaration of interest declared by Cllr: Norris*)
19/00669 | Outline application for the erection of 34 dwellings and means of access with associated landscaping (appearance, landscaping, layout and scale reserved)
(Amended drawings). *Action/Resolution: Comments from Councillors on amended plans regarding highways to be sent. Waiting next DDC Planning Committee agenda.*
Request from residents to fund a traffic survey. *Action/Resolution: Agreed in principle at last meeting. Waiting confirmation of quotations from residents.*
- b) **4 Alexandra Road, CT18 7LB**
19/01240, Erection of a single storey rear extension (existing conservatory to be demolished) *Action/Resolution: Granted Planning Permission.*
- c) **54 Old Dover Road, CT18 7HW**
19/01054, Erection of balcony to first floor south elevation. *Action/Resolution: Refused Planning Permission.*
- d) **35 Old Dover Road, CT18 7HW**
19/01250, Erection of single storey front and rear extensions. *Action/Resolution: Granted Planning Permission.*
- e) **Plot 38, Land South New Dover Road, CT18 7UB**
19/01270, Variation of Conditions 2 (approved plans) and 23 (windows) to allow the insertion of a ground floor window to the west elevation of (plot 38) of planning permission DOV/15/00525 (application under Section 73). *Action/Resolution: Waiting Dover District Council decision.*
- f) **Other**
- **58A Capel Street, CT18 7LY**
19/01122, Remove growth from side of horse chestnut tree. *Action/Resolution: Permission Granted.*
 - **Bracknell House Residential Care, 34 Helena Road, Capel Le Ferne CT18 7LQ**
19/01399, Change of use to residential care home (Class C2), external walls to be re-rendered and window replaced with door on front elevation (single storey side extension to be demolished). *Action/Resolution: Waiting Dover District Council decision.*
 - **Skimar, Satmar Lane, Capel Le Ferne, CT18 7JG**
19/01453, Erection of a single storey rear extension, construction of decking and creation of parking area to front (existing front and side porches to be demolished). *Action/Resolution: Waiting Dover District Council decision.*
 - **28 Helena Road, Capel Le Ferne, CT18 7LQ**
19/01404, Erection single storey rear extension (existing side extension to be demolished). *Action/Resolution: Waiting Dover District Council decision.*
 - **Land At New Dover Road And Winehouse Lane, Capel-Le-Ferne**
18/00819, Change of use of land to site 26 no. holiday caravans and associated landscaping and access. *Action/Resolution: Waiting Appeal decision.*
 - **Jarvis Homes Development**
40mph Extension: *Action/Resolution: Waiting KCC Highways programmed works.*
Advertising hoardings Old Dover Road on Jarvis' Homes development: Issues relating to open space surface fronting Old Dover Road and the hoarding with no permission. *Action/Resolution: Nothing forthcoming on enforcement issues.*
Landscape Management: *Action/Resolution: Being monitored by DDC.*
PROW ER252:
Action/Resolution: Cllr: Lake to make arrangements to have an on-site meeting with KCC Public Rights of Way, Dover District Council and Jarvis Homes to ascertain a solution and potential long-term status of new pathway across grass part of site to Old Dover Road. Noted a 3-year waiting list for applications of diversion.

8. DELEGATES' REPORTS

a) Neighbourhood Watch

- Community Warden – no report:
Clerk reported Andrew Hawkins would be leaving end of January 2020.
New Warden is Janice Henry and would be attending next meeting.
- Report received from PCSO Megan Keehner:
Crimes of note:
06/11/2019 – New Dover Road – Bad driving.
07/11/2019 – Lancaster Ave – Burglary.
10/11/2019 – New Dover Road – Obstruction.
10/11/2019 – Capel Street – Traffic Hazard.
10/11/2019 – Dover Hill – Traffic Hazard.
10/11/2019 – Dover Hill – Abandoned Vehicle.
12/11/2019 – Dover Hill – Abandoned Vehicle.
12/11/2019 – Dover Hill – Broken down vehicle.
13/11/2019 – Capel Street – RTC non injury.
14/11/2019 – New Dover Road, Battle of Britain memorial – potential empty grenade casing.
15/11/2019 – Capel Court Park – Theft.
15/11/2019 – Capel Court Park – Theft.
16/11/2019 – Capel Court Park – Theft.
21/11/2019 – Dover Hill – Bad driving.
27/11/2019 – Beatrice Road – Vehicle theft.
28/11/2019 – Capel Street – Theft.
29/11/2019 – Cauldham Close – Vehicle theft.

b) Play equipment

- Equipment Status
No report.
- Planning Application for New Signs, Boundary Security, CCTV Security.
Action/Resolution: Maps and drawings still being processed for submission to DDC Planning Authority.

c) Highways

No report.

d) Public Rights of Way

- Slippery pathways everywhere noted.

e) Action Plan

Local Economy - Broadband speeds, coverage in village and water pressure.

Action/Resolution: Already reported under agenda item 5a.

f) Speed Watch

Sessions postponed until February 2020.

g) Capel Cares

- Meal arranged and enjoyed by clients and volunteers at The Royal Oak.

h) Grapevine Newsletter

- No issues.

i) Village Hall Management Committee

- No report.

j) Training/workshops/seminars

- .

k) District Councillor James Rose

No report.

County Councillor Geoff Lymer

- Confirmation that Winehouse Lane/old Dover Road earth bund will be started end of January beginning February 2020.
- Notification Highway Grant for 2020/21 has been cut. Any new projects let Cllr Lymer aware as soon as possible to add to list.

Signed Chairman

Date 21st January 2020

Other.

- Reply received from Kent Police on parking issues and lack of Police presence. *Action/Resolution: To confirm to Police Commissioner disappointment on lack of presence, but not a formal complaint.*
- VE Day 75 on Friday, 8th May 2020. *Action/Resolution: Cllr: Pilcher to enquire if Village Hall wish to take part and make contact with Battle of Britain Memorial Site and Churches. Event at Memorial in Lancaster Avenue planned for 3pm*
- KALC Community Award Scheme 2020. *Action/Resolution: A local Group/Organisation was agreed to receive award to be notified to KALC. Proposed by Cllr: Pilcher and seconded by Cllr: Leppard and agreed by all present.*
- Website changes progressed with a comparable quotation received from Ben Sutton, Crane Interactive Limited (associate of Primary Technologies). *Action/Resolution: Agreed by all present to accept this quotation and continue with build of new website to meet accessible requirements.*

9. CORRESPONDENCE

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

1. Glasdon brochure – Street Furniture.
2. Glasdon brochure – Village Gateways
3. Viking direct brochures – Facilities essentials, Smart Choice, Best seller
4. Folkestone & Hythe District Council – Core Strategy Review Submission Draft
5. E- Christmas Card Community Speed Watch
6. E- Christmas Card Chairman Dover District Council

10. CHEQUES and BACS PAYMENTS

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Pilcher, seconded by Cllr: Seager and agreed by all present.

Signed by the Chairman, Cllr. Lake, having been confirmed by Clerk/Responsible Finance Officer.

Date	To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS		Cheque, BACS, DD, SO	BANK A/Cs	Statement No:	Reconciliation
	Brought Forward					34,526.20			Cash/Chq in Hand		31.56
29.11.19	Nat West Bank	Interest	3.83			3.83	R	INT			
29.11.19-13.12.19	Various	Adverts				623.00	R	BACS	Reserve A/c	251	23,380.75
17.12.19	Harmer and Sons	Cut back vegetation rear of Beatrice Road	60.00	12.00	72.00			BACS	Current	913	1,042.29
17.12.19	Parishioners	History Books	30.00			30.00		CASH	Project	22	10,728.43
17.12.19	Staff	Salaries	516.30		516.30			BACS			35,183.03
17.12.19	Staff	Expenses: Broadband & Energy August. Gift	28.00		28.00			BACS	Less Un-Reconciled		616.30
					616.30	35,183.03					
						34,566.73					34,566.73

11. MATTERS CONCERNING THE PARISH

- a) **Councillors' comments** - None
- b) **Approve resolution to discuss any confidential issues** - None

12. DATE OF NEXT MEETING – Tuesday, 21st January 2020 at 7.30pm.

13. CONFIDENTIAL ITEMS

None.

<i>Project</i>	<i>10,728.43</i>
<i>Other</i>	<i>23,838.30</i>
TOTAL	34,566.73

Signed Chairman

Date 21st January 2020