

MINUTES OF DECISIONS MADE, UNDER DELEGATED POWERS DATED
TUESDAY, 17TH MARCH 2020,
TO CLLR: LAKE (CHAIRMAN), CLLR: PILCHER (VICE-CHAIRMAN) and CLERK
FROM WEDNESDAY 30TH APRIL TO TUESDAY, 19TH MAY 2020

1) Play equipment

- Equipment Status repairs to Bucket Swing and Zip-Wire
Action/Resolution: Contractor has made contact and carried out replacement swing and repairs to zip-wire, following social distancing rules. Cllr: Pilcher to unchain zip-wire prior to visit and re-secure after.
- Maintenance of Petanque Court
Action/Resolution: Contact still to be made with users when lock-down lifted.
- New Signs
Action/Resolution: As Certificate of Lawfulness has been granted, Cllr. Pilcher will now go ahead with obtaining quotations for approval, as per agreed design.
- Upgrade CCTV
Action/Resolution: Planning permission now received and revised quotation received from contractor, with a 10% increase, due to length of time waiting progress and addition of VAT, as company now registered.

2) Vacancy

Confirmation of nomination sent to candidates and published.

Action/Resolution: When lock-down lifted and normal meetings can resume, we all look forward to welcoming Mrs Julie Young to the Parish Council. Emails being forwarded to Julie in meantime.

3) Land Allocation Plan

The New Local Plan, i.e. Housing and Economic Land Availability Assessment (HELAA), summary, plan map and explanation published. *Action/Resolution: A response now received from Dover District Council on date for consultation. Due to Covid-19 situation, this is now likely to be placed before DDC Members during the Summer and sent out for Consultation in the Autumn 2020.*

4) Grapevine Newsletter

Online issue of May Newsletter was published.

Action/Resolution: Cllrs: Lake and Pilcher will make decision of future publications, depending on Covid-19 and lock-down.

Cllrs; Lake Leppard and Pilcher decided on 13th May 2020 to also only produce an Online Issue for June, to safeguard cross contamination of delivers and residents. The Grapevine should remain an 'Online Copy' only until we resume full Council meetings where the topic can be considered by all Councillors.

5) Covid-19

- Clerk continues to receive many emails from Government and Kent Association of Local Councils on regulations and procedures to follow.
Action/Resolution: These have been passed on to Chairman and Vice-Chairman if appropriate to Parish Council and acted on accordingly.
- Clerk has been maintaining contact with Dover District Council via telephone conference sessions.
Action/Resolution: Copies of agendas and minutes of these meetings are available from Clerk, if required. Any relevant issues and information communicated to the public.
- With changes in Government Regulations in travelling further for outdoor exercise, concerns were raised by residents of a party in the Playing Field on Friday, 15th May and congestion of the numerous visitors to Old Dover Road over the weekend 16th/17th May. Other incidents also reported of gatherings on Playing Field.
Action/Resolution: Clerk reported all incidents to Kent Police for patrol attendance.

Signed Chairman
Date

6) Insurance

Quotations received from Brokers, Came and Company, for renewal of Insurance cover as from 1st June 2020. Recommendation from Broker included, summary below. These were forwarded to Cllr: Lake and Cllr: Pilcher for a decision, taking into account the handling policy, 3 years long term agreement and no increase in premium exceptions.

Insurer	Insurer Premium	Administration Fee
Pen Underwriting Limited	£1,463.98	£50.00
Hiscox	£2,012.48	£50.00
Ecclesiastical	£2,099.64	£50.00
Premiums are inclusive of Insurance Premium Tax (IPT) charged by HMRC at the applicable rate		

Their recommendation was to accept the Pen quotation to meet the demands and needs of Capel-le-Ferne Parish Council.

Action/Resolution: Cllr: Lake and Pilcher made the decision to go with the Brokers recommendation of Pen Underwriting Limited, on a three (3) year agreement, at a total annual cost of £1,440.78.

	Insurer Premium	Administration Fee	Total Premium
Annual Policy with Pen	£1,463.98	£50.00	£1,513.98
3 Year Long Term Agreement Option with Pen	£1,390.78	£50.00	£1,440.78
Premiums are inclusive of Insurance Premium Tax (IPT) charged by HMRC at the applicable rate			
Quote Reference	11665266		
Cover Period	1st June 2020 to 31st May 2021		

7) Emails, Brochures, magazines, etc., correspondence items:

(List of email items received attached and/or previously forwarded). Due to a vast amount of emails received and to save paper, if Councillors require any of them, please contact Clerk and relevant emails will be forwarded on).

Andy Langfield	★	Fly Tipping in your area	Good Afternoon. I hope I'm reaching you safe and well, ...	14:38
ay				
kentlocalaccount@kent.gov....	★	Help to Care app - an innovative new mobile phone app to support people who c...		18 May
ek				
manstonairspace	★	Manston Airport Design Option Review Stage 2 CAP1616 - Correction to Appendi...		12 May
SSP Specialised Sports Prod...	★	Playground Equipment Special Offers this M...	Full Brochure Now Available to D...	11 May
MWLP@kent.gov.uk	★	Kent Minerals and Waste Local Pl...	Dear Sir/Madam, Kent Mineral Sites Plan Earl...	10 May
n May				
Aaron Ulph	★	Printing for Parish Councils	Hello, I hope you are doing well and keeping well dur...	5 May
National Association of Loca...	★	CHIEF EXECUTIVE'S BULLETIN	Chief executive's bulletin Coronavirus webpage ...	1 May
Terry Martin	★	NATIONAL CSSC Green Message - HM Government Counter Fraud Function - Ma...		1 May
Paul Keenan	★	Two Benenden Hospital news releases on support for NHS staff and a display of r...		30 Apr
Kayleigh Jones	★	Dover Together Newsletter April Week...	NEXT DOVER TOGETHER MEETING Emai...	26 Apr
Fields in Trust	★	Fields in Trust Bringing the Park to You this spri...	Fields in Trust: email bulletin. ...	23 Apr
Fields in Trust Chief Executiv...	★	Fields in Trust: Bringing The Park to You this spri...	Fields in Trust- Bringing Parks ...	9 Apr
Visit Dover	★	White Cliffs Country E-News April 20...	White Cliffs Country E-News April 2020 H...	8 Apr
Andrew Judd 46059727	★	NHW Message - NHW Calling Tr...	Dear all, Please find attached the NHW Natio...	8 Apr
Roger.Court@kent.gov.uk	★	Monthly bus services report for February 20...	Dear all, Please find attached the list...	1 Apr
h				
SSP Specialised Sports Produ...	★	SSP: Surfacing and Maintenance for Council Playgroun...	We are still providing qu...	31 Mar
Terry Martin	★	Supporting Your Local Communi...	Dear Member Councils Thank you for all the exa...	27 Mar
Karen Spanswick	★	Open for business & here for you	Good Morning Whilst we're all affected by this u...	26 Mar
Programme.Officer@folkesto...	★	Folkestone & Hythe District Council Core Strategy Review - Appointment of Plannin...		25 Mar
Terry Martin	★	NALC TOILET TAX CAMPAIGN	Dear Member Councils Just a reminder that as part o...	24 Mar
National Association of Local...	★	🚫 CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCI...	Corona...	20 Mar
Laura Dyer	★	KALC CHIEF EXECUTIVE BULLETIN - ISSUE 6 MARCH 20...	Dear Member Please fin...	20 Mar
colin.rouse@changingminds...	★	The Life Boat Project - Covid-19 Reli...	Dear Cllr's Hope this email finds you well Ple...	20 Mar
Maureen	★	Fwd: If you're planning on developing an outdoor area this yea...	Sent from my iPh...	19 Mar
Cam - Team Rubicon	★	Help Your Community Stay Active	Dear All. With schools in the area set to close on...	19 Mar
Visit Dover	★	White Cliffs Country E-News March 20...	White Cliffs Country E-News March 2020 ...	18 Mar
Wicksteed Playgrounds	★	Continuing to serve our valued customers	Wicksteed wants to reassure its valued c...	18 Mar

Signed

Chairman
Date

7) Emails, Brochures, magazines, etc., correspondence items: FORWARDED

me	★ Fw: ☹️ CORONAVIRUS — INFORMATION FOR PARISH AND TOWN C	With a free £100 welcome gift card	2 May
ier in May			
➡ manstonairspace	★ Manston Airport Design Option Review Stage 2 CAP16... Dear Maureen, We are co...		5 May
il			
➡ Tricia Casey-Green	★ KALC NEWS APRIL 2020 Dear Members Please find attached the link to our latest e...		30 Apr
me	★ Fw: Update from GOV.UK – Coronavirus (COVID-19): letter to councils about extendi...		22 Apr
➡ Terry Martin	★ KALC CEO Bulletin - Issue 7 - April 20... Dear Member Councils Welcome to the Ap...		20 Apr
me	★ Fw: ☹️ CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCI... FOR...		17 Apr
➡ Laura Dyer	★ KALC NEWS - EASTER 2020 Dear Member Please see attached the latest edition of ...		7 Apr
ch			
➡ National Association of Local...	★ CHIEF EXECUTIVE'S BULLETIN Chief executive's bulletin Coronavirus update I wa...		27 Mar
➡ National Association of Local...	★ ☹️ CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCI... Corona...		24 Mar
➡ Terry Martin	★ COVID-19 update - 20 March 20... Dear Clerks & Chairmen Please see the update ...		23 Mar
➡ Planning.Policy@folkestone-...	★ Core Strategy Review – Notification of Submission to the Secretary of Sta... Dear Si...		18 Mar
➡ Laura Dyer	★ KALC SERVICE TO MEMBERS DURING COVID ... Dear Member COVID 19 - KALC U...		18 Mar

8) CHEQUES and BACS PAYMENTS

The following cheques and BACS payments were approved and authorised by Cllrs: Lake and Pilcher under Delegated Powers dated 17th March 2020.

INCOME/EXPENSE 30.04.2020 to 19.05.2020

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					67,157.94					
30.04.20	Nat West	Interest	6.04			6.04	R	INT			
01.05.20	Harmer Landscapes	Grass Cutting March	502.50	100.50	603.00		R	BACS			
14.05.20	Came & Company	Insurance 2020-2021	1,440.78		1,440.78		R	BACS			
19.05.20	Various	Adverts	38.00			38.00	R	BACS			
19.05.20	Staff	Salaries	520.55		520.55			BACS	Cash/Chq in Hand		1.56
19.05.20	Staff	Expenses: Broadband & Energy £18.00. Gift Cards for VE Day competition £62.80	80.80		80.80			BACS	Reserve A/c		53,902.86
									Current		625.35
									Project	22	10,728.43
											65,258.20
									Less Un-Reconciled		701.35
					2,645.13	67,201.98					
						64,556.85					64,556.85

Signed Chairman
Date

9) **PLANNING.**

a) **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: Still waiting Dover District Council decision.*

b) **Playing Field Lancaster Avenue Capel Le Ferne Kent CT18 7LX**

20/00191, Installation of a 4m high steel anti-vandal post for an additional CCTV camera. *Action/Resolution: Granted Planning permission.*

c) **Sharon 54 Alexandra Road Capel Le Ferne CT18 7LS**

20/00229, Erection of a single storey side extension. *Action/Resolution: Granted Planning permission.*

d) **24 Capel Street Capel Le Ferne CT18 7LZ**

20/00253, Erection of a single storey rear extension and rear dormer roof extension. *Action/Resolution: Granted Planning permission.*

e) **6 Lancaster Avenue Capel Le Ferne CT18 7LX**

20/00355, Erection of single storey rear and side extensions (existing rear extension to demolished). *Action/Resolution: Granted Planning permission.*

f) **15 Beatrice Road Capel Le Ferne CT18 7LH**

20/00415, Erection of a single storey rear extension, front extension, external alterations to include rendering, cladding, alterations to roof, new windows and doors, conversion and extension of garage to store/gym/home office (existing conservatory to be demolished). *Action/Resolution: No objection from Parish Council. Waiting Dover District Council decision.*

g) **Land Adjoining Mena House New Dover Road Capel Le Ferne**

20/00400, Creation of a new vehicular access, realignment of fencing and the installation of a field gate. *Action/Resolution: Some concerns expressed by Parish Council. Waiting Dover District Council decision.*

h) **Capel Bungalow Hurst Lane Capel Le Ferne CT18 7EZ**

20/00478, Erection of a single storey rear extension and front porch extension/veranda (existing rear extension and porch to be demolished). *Action/Resolution: Waiting Parish Council decision.*

9) **NEXT MEETING**

Unknown at present.

Virtual Video Conferencing Meetings maybe considered for future, if necessary.

Signed Chairman
Date

KCC Annual Report Dover West Ward

The past year has seen testing times for Kent with financial constraints being dictated by the ever-increasing costs of Adult Social Care and Special Educational Needs eating into more and more of Kent's budget.

KCC Highways has carried out many road resurfacing and pothole filling on the ward over the last year, for which we can be all extremely grateful, to make the majority of the road surfaces hazard free and fortunately due to another snow free Winter that has not eaten into their £3 million budget to cover the whole of Kent Highways, for the use of much gritting and the resultant damage caused to the road surfaces due to continual periods of snow, however, gritters were still used over the Winter months on major roads to combat the effects of ice.

KCC, being the gateway to and from Europe, has been involved in talks with our neighbouring Counties in Holland, Flanders, Belgium and Haut de France regarding Brexit and freight movements via the rail and sea port in Kent.

I was selected to be one of the Members to represent Kent in many discussions on how best to maintain a fairly free movement of freight traffic between the Continent and our County following Brexit.

At one particular meeting in Arras, Haut de France, where I represented KCC, one of the main concerns identified by European freight hauliers, was knowing and understanding what documentation would be now required for entry into Britain, depending upon the type of goods their vehicles were carrying.

In that four-nation meeting I was able to submit a proposal for identifying the requisite documentation required depending upon the type of goods transported which was accepted by all the Continental neighbours.

There have been several meetings throughout the year with a view to ameliorating similar issues. Clearly, such proposals have to be submitted via Central Government and the diplomatic department too, to ensure toes are not being stepped on.

For the past few years I have been part of a small group involved in an European Interreg Committee called the Les Deux Mers, funded by the EU, concerning improving the air quality in our coastal towns due to heavy fuels used by cross channel ferries and passing shipping, travelling to the North Sea or the Atlantic Ocean via the Channel. The results of such marine traffic renders areas, for example, around Walmer Castle with an inferior air quality compared to the area of Trafalgar Square, central London.

Following attending several meetings at Wimille, France the committee has achieved coercing cross Channel ferry companies to improve the quality of fuel used on their ferries to improve air quality in the Dover Deal area and the Calais, Dunkerque, Ostend port, but we continue to work with our Continental neighbours to clean up the air pollution by tanker and marine container cargo ships.

I chair the International Health Alliance which researches and exchanges information on improving medical practice from around the world, to achieve improved outcomes for the many enduring debilitating illnesses or diseases, both physical and mental.

Last year I attended Ghent, Belgium, where KCC won an award for our radical innovative achievements in supporting those suffering from Dementia. This was a well-deserved award for both KCC Public Health and the local NHS at Maidstone which supports the International Health Alliance. KCC also won an award for its work in improving diabetes outcomes.

I sit on committees with the NHS Kent and Canterbury Cancer Back up, the Macmillan Cancer Support and the Citizen's Advice Bureau department which assists those who have encountered financial hardships as a result of being diagnosed with a terminal cancer.

Through being a committee member for all three volunteer charity groups, I realised that more efficiency of service to the patient could be achieved by getting these groups to start liaising with each other, for currently they operate in silos.

I am currently working with Macmillan Cancer Support and the Citizen Advice cancer support at Canterbury and Ashford to find ways that they can work in unison without either charity risking losing any of its funding status.

It is a trying, delicate negotiation, but if I am able to assure and overcome the reticence and concerns of either group's managerial hierarchy that this should not adversely affect their funding or status in anyway, then I believe both groups will have a vital joint rôle to play in order to avoid duplication of provisions, for the many terminally ill patients by supporting them alleviating many of their worries, some financial for their family, that those patients may have in their final days.

Signed Chairman

Date

KCC financially assists many start-up companies and funds established companies that require a cash injection to expand their business. This money is loaned to companies over a set number of years at either a zero or very low interest rate which is more competitive than banks or other financial loan institutions.

One may question if KCC is having testing times financially, then how come it can afford to loan money to start-up companies often at interest free rates. This is Central Government money loaned to the County.

The reason, if a company is assisted to start up, it will eventually pay business rates, that money is paid back into the local authority's coffers to support local authority expenditure on services. Business rates help keep domestic rates low. The more money a local authority receives from business rates, the more investment it can make in their area to improve the area.

Most business will, over time, grow and consequently will need to recruit more staff. That is reducing the unemployment numbers. The more people in employment the more purchasing power those people have the more that contributes towards a growing and thriving economy.

As a KCC Councillor I chair the Business Debt Recovery board and sit on the Kent and Medway Business Advisory Board made up of committee members with a good business back ground and proven track record.

Over the past year I have ensured that KCC has recovered substantial amounts of money and supported ailing businesses by various methods such as a simple restructuring of repayments.

KCC, with the support from such experienced board members, has prevented many companies from folding by working with the companies to identify issues, advise and support them to return to a profitable venture.

With the COVID-19 pandemic the world as we know it will return to normal, gradually in some areas, but I believe in other areas, such as office blocks, these may become part of our economic history along with mass commuting as many people are encouraged and acclimatise to being able to work from home.

With a few County Councils around England on the verge of filing for bankruptcy I feel confident Kent County Council will not follow in their wake having a good track record for managing its budget in previous recessions, but in the short term things will become very tight, therefore I would advise some schemes submitted to KCC by parishes may be parked until the nation's financial health improves before being reconsidered, to allow for monies to be concentrated on the absolute essentials.

If any parish requests that I support a scheme where from my experience in my rôle I know it will be turned down by KCC or DDC due to particular reasons beyond their control such as regulation or legislation, or simply inordinately too expensive for the current budget etc, then I will be pragmatic and state the case at the time, for I find this "can do attitude" I hear some new parish councillors expect from their County or District Councillor quite disingenuous, when from experience a seasoned County or District Councillor will know whether a project is achievable or not and will often advise a parish council to not proceed with a project to save the parish council wasting time and money from their precept paying for effectively a feasibility study which will arrive at the same conclusion.

This concludes my annual report covering the period April 2019 to March 2020.

Geoffrey Lymer
Kent County Councillor
Dover West Ward

Signed Chairman
Date