

CAPEL-LE-FERNE PARISH COUNCIL

Clerk to the Council - Maureen Leppard

Website: <https://www.cappellefernepc.org.uk/>

Email: clerkcappellefernepc@btinternet.com



39 Victoria Road,
Capel-le-Ferne,
Folkestone, Kent. CT18 7LT
Tel: 01303 259564.
Mobile: 07813704142

THE ANNUAL PARISH MEETING OF THE PARISH COUNCIL WILL BE HELD ON
THURSDAY, 29th JULY 2021, AT 7.30PM
AT THE VILLAGE HALL, LANCASTER AVENUE, CAPEL-LE-FERNE, CT18 7LX
AGENDA

1.	TO RECEIVE the President of Kent Association of Local Councils, Mr John Rivers, to present Awards
2.	To APPROVE Annual Parish Minutes of the meeting held on 16 th April 2019 (<i>draft attached – page 2 and 3</i>)
3.	To DISCUSS matters arising from minutes not covered elsewhere on agenda
4.	To RECEIVE Chairman's report 2019/2021 – <i>Due to Covid, no Annual Parish Meeting held in 2020</i>
5.	To RECEIVE and DISCUSS any other business
6.	To CONFIRM date of next Annual Parish Meeting (19 th April 2022)

A NORMAL MEETING OF THE PARISH COUNCIL WILL FOLLOW THE ANNUAL PARISH MEETING - AGENDA

1.	To APPOINT Chairman and COMPLETE Declaration of Acceptance of Office
2.	To APPOINT Vice-Chairman and COMPLETE Declaration of Acceptance of Office
3.	To APPOINT Delegates, Committees and Working Parties: a) <i>Play Equipment - Delegate</i> b) <i>Highways - Working Party</i> c) <i>Public Rights of Way - Delegate</i> d) <i>Planning Applications - Working Party (with delegated powers)</i> e) <i>Resilience Plan - Delegate</i> f) <i>Other</i>
4.	To RECEIVE Apologies for absence (<i>already received: Cllr: Alfsdotter</i>)
5.	a) To RECEIVE any Public Address to Councillors & Feedback (<i>10-15 minutes</i>) b) To DISCUSS Return of Surgery Sessions
6.	To APPROVE <ul style="list-style-type: none"> Minutes of the meeting held on 18th August 2020 - (<i>Draft already circulated</i>) Minutes of Delegated Powers: September, October, November, 2020 and January, February, March, April, May, June 2021 - (<i>Drafts already circulated</i>)
7.	To DECLARE any personal interests in items on Agenda
8.	To DISCUSS matters arising from minutes or not covered elsewhere on agenda a) <u>Traffic Management</u> ▪ <i>Highway Improvement Plan</i> ▪ <i>Dover Hill improvements</i> b) <i>Other</i>
10.	To RECEIVE and DISCUSS Planning Applications a) (<i>HLAA/LALP</i>) - <i>Dover District Council Land Allocation Local Plan Consultation</i> b) <i>Other</i>
11.	To RECEIVE Delegates and any other working parties or sub-committee reports not covered elsewhere a) <i>Neighbourhood Watch</i> b) <i>Playing Field</i> ▪ <i>Equipment Status</i> c) <i>Highways</i> ▪ <i>Old Dover Road</i> d) <i>Public Rights of Way</i> e) <i>Speed Watch</i> f) <i>Capel Cares</i> g) <i>Grapevine Newsletter</i> h) <i>Village Hall</i> i) <i>Training/Workshops/Seminars</i> j) <i>District Councillor and/or County Councillor David Beaney</i> k) <i>Other</i>
12.	To RECEIVE and DISCUSS Correspondence
13.	To RECEIVE, APPROVE and AUTHORISE - BACS payments and SIGN Cheques
14.	To RECEIVE and DISCUSS Any Other Business concerning the Parish a) <i>Councillors' comments</i> b) <i>Approve any resolutions for discussion in confidential items in agenda item 16</i>
15.	To CONFIRM date of next meeting - (<i>Thursday, 23rd September 2021</i>)
16.	To RECEIVE and DISCUSS confidential items approved by resolution in item 14b

Signed  Parish Clerk).

LIST OF ITEMS NOT ON AGENDA – PENDING OR UNRESOLVED

1. Replace the wet-pour surfaces below both sets of swings – (*quotations to be sought for implementing in Spring 2021*)
2. WW1 Memorial Benches - (*Deferred to a later date*)
3. WW1 Airfield Memorial at The Royal Oak – (*Waiting new date for installation from Airfields of Britain Conservation Trust*)
4. Training and Development Policy and Data Protection Policy - (*Waiting Clerk to update*)
5. Site at Western Heights & Farthingloe - (*Waiting Dover District Council*)
6. School 1st Aid Training - (*Deferred to a later date*)
7. Public Spaces Protection Order 2018 Dogs on Leads Areas - (*Dover District Council – 2020/2021*)
8. New Waste Bins, New Dover Road - (*Deferred to a later date*)
9. New Play Equipment Expression Swing - (*Deferred to a later date*)
10. Improvements to Playing Field surface - (*Deferred to a later date*)
11. Footpaths North New Dover Road - (*Waiting Kent Highways*)

APM AGENDA Item 2 - Draft Minutes**MINUTES OF THE ANNUAL PARISH MEETING HELD ON 16th APRIL 2019**

PRESENT: Cllrs; Greening, Holliday, Lake, Leppard, Pilcher, Shaw and Tutt together with Community Warden Andrew Hawkins, District Councillor Frederick Scales and County Councillor Geoff Lymer.

APOLOGIES: None.

1. PRESENTATIONS

The Vice-Chairman of Kent Association of Local Councils, Mr Christopher Woodley, presented the Kent Association of Local Council Community Award to Capel Cares Group.

Long Term Service Awards were also presented to Mr Frederick Scales and Mr Brian Tutt.

Citations:

Capel Cares is a recent initiative set up by volunteers and overseen by St Radigund's Church. The organisation has quickly gained recognition with Parishioners that are in need of services such as:

- Home visits
- Transport for medical appointments
- Small maintenance jobs

Capel Cares also holds regular coffee mornings to encourage social interaction for those living alone. The organisation is a real asset to the fabric of life in Capel and is available for Parishioners needing some support and friendship.

Janet Milliken will receive the certificate on behalf of the group.

Brian Tutt

Brian Tutt has served with the Parish Council for around 40 years and is well known by Parishioners', particularly those on his Grapevine Newsletter round.

Over the years he has advised the Council on Highways issues.

Brian has always dealt with his Council responsibilities seriously, making his views known in a passionate and often colourful way.

Tonight, Brian is retiring from the Parish Council; his departure will be a great loss to the Council.

Frederick Scales

Frederick Scales has been Dover District Council Ward Councillor to Capel for 24 years. Frederick regularly attends Parish Council meetings, providing Councillors with current news from Dover District Council and providing advice to Councillors over a wide range of issues. As Chairman of Dover District Council's Planning Committee, Frederick's knowledge regarding planning matters has been of particular use to the Parish Council when guidance is required over planning issues. Frederick's input has been invaluable to the Parish Council and he will be greatly missed.

2. MINUTES

The Minutes of the last Annual Parish Meeting held on 17th April 2018 were approved as a correct record and signed by the Cllr: Pilcher, Chairman. Proposed by Cllr: Tutt and Cllr. Holliday.

3. MATTERS ARISING None**4. CHAIRMAN'S REPORT**

Cllr Pilcher (Chairman) gave his report for the year 2018/2019 to the meeting. (Attached)

5. ANY OTHER BUSINESS None.**6. DATE OF NEXT ANNUAL PARISH MEETING**

This was confirmed as Tuesday, 21st April 2020. (*Due to Covid, no Annual Parish Meeting held in 2020*)

Chairman's Report 2018/2019

The Dover District Council 2015 Local Plan continues to deliver new housing in Capel.

The new estate on land south of the New Dover Road formally known as 'Grasslands' is nearing completion and will be named George Close. The development at the junction of Capel Street and Winehouse Lane is also well underway. Plans for the Capel Street site in the Local Plan are currently being redrawn. Capel Parish Council would like to welcome the new residents to the village.

The Section 106 fund from the George Close development has been used by Dover District Council to improve the surface of the Bridle Path between New Dover Road and Capel Street, making access on foot easier to the Village Hall and the School.

Dover District Council has now embarked on a new Local Plan. The Plan will potentially bring more development to Capel. Land owners have come forward with plots of land to be considered for development. The plots of land in Capel will be displayed during a consultation period which is likely to be early in 2020. I would strongly advise Parishioners to get involved and voice your opinions to help shape Capel's future.

The Capel Community Plan was recently published and distributed. During the coming year the Parish Council will be acting on issues raised by Parishioners. High on the agenda is traffic calming throughout the Parish. During the next few months speed reminder roundels will be installed in Capel Street, New Dover Road and Old Dover Road. This project will be funded by the Parish Council because KCC Highways budget constraints mean they can only fund traffic calming projects in blackspot areas.

The 40mph speed limit has recently been extended to the bottom of the hill at the Folkestone end of the village. We hope to see the 40-mph limit extended to Winehouse Lane at the Dover end before 2020. The Parish Council have campaigned for the 40mph limit to be extended beyond the Royal Oak for a number of years but KCC Highways feel it unnecessary.

The Speedwatch Team have been very active during the year, the Parish Council would like to thank Roger Tapley for organising the monthly rotas. New volunteers are always welcome.

Sadly, during recent months two former Councillors have passed away, both Mr Collin Blake and Mr Peter Woodsford were passionate about the Village and gave their time to help improve the community environment.

After 24 years of service our Ward Councillor, Frederick Scales is retiring from his position. Frederick has strongly supported and guided the Parish Council over many years and will be greatly missed. On behalf of the Council, I would like to wish him every success in his future ventures.

I would like to thank KCC Councillor Geoff Lymer for his advice and support during the year.

I would also like to thank Chris, our Vice Chairman and all Councillors for their support, dedication, and hard work during the year.

On behalf of all Councillors, I would like to thank the following: Maureen, our Clerk to the Council for her most valued work, Andrew Hawkins our Community Warden for his contribution in keeping our community safe and David Reed for his work keeping our village free of litter.

Finally, it is with regret that we say goodbye to Councillor Brian Tutt. Brian has served with the Parish Council for around 40 years; his departure will be a great loss to the Council.

COUNCILLOR KEITH PILCHER