

DUE TO COVID-19 - NO MEETING HELD.
MINUTES OF DECISIONS MADE, UNDER DELEGATED POWERS TO
CLLR: LAKE (CHAIRMAN), CLLR: PILCHER (VICE-CHAIRMAN) and CLERK

16th FEBRUARY 2021

PRESENT: Not Applicable

1. **APOLOGIES:** Not Applicable

2. **PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES**

Public addressing the members, should be on this item on agenda only and not during other discussions during the meeting. Items raised are discussed by Councillors under related entries on Agenda.

3. **MINUTES OF THE MEETINGS and DECISIONS**

- a) The Minutes of the Meeting held on 18th August 2020 pending approval at next meeting.
- b) Minutes of Decisions made up to 15th September 2020 pending approval at next meeting
- c) Minutes of Decisions made up to 20th October 2020 pending approval at next meeting.
- d) Minutes of Decisions made up to 24th November 2020 pending approval at next meeting.
- e) Minutes of Decisions made up to 15th December 2020 pending approval at next meeting.
- f) Minutes of Decisions made up to 19th January 2021 pending approval at next meeting.

4. **DECLARATION OF PERSONAL INTERESTS:** Not Applicable

5. **MATTERS ARISING FROM MINUTES OF LAST MEETING**

a) **Traffic Management**

Highway Improvement Plan

Action/Resolution: Still waiting traffic surveys to be implemented when organised by Kent Highways and the costing of further 20mph roundels at road junctions with New Dover Road (B2011) for Parish Council funding.

Dover Hill traffic improvement works

Action/Resolution: Still waiting Kent Highways programme of works to be undertaken. Response following up is:

“At present there is an embargo on Dover Hill, Folkestone up until the end of March due to Brexit contingency plans. Therefore, it has been arranged the scheme will start on 05/04/21. The first phase will be the construction of the new pedestrian crossing point and centre island, upgrade of existing footway, installation of further street lighting, signing, and lining on New Dover Road for a duration of three weeks.

Phase 2 on Dover Hill will start on 26th April for a duration of two weeks. The installation of additional signs cut back of trees and vegetation, drainage, and arrester bed improvements.

Two weeks prior to the scheme starting, KCC will set out advance warning signs of the scheme and letter drops to those living in close proximity to the works.”

b) **School Project Donation**

First Aid training for children at Primary School, agreed to be funded by Council.

Action/Resolution: In present situation due to Covid-19, Clerk still waiting to pursue further with School.

c) **Capel Street Property Environment issue**

Action/Resolution: Dover District Council Enforcement Officer visited to take action and will continue to re-visit accordingly.

d) **Access to Playing Field**

Action/Resolution: Waiting Dover District Council as Landlord to action and report back. Clerk to make contact with DDC.

e) **Land South of Old Dover Road**

Action/Resolution: Clerk to make further enquiries via Land Registry on new owner.

Signed Chairman

Date

6. PLANNING.a) **Longships, 9 Cauldham Lane, Capel Le Ferne CT18 7HG**

20/01569, The erection of two storey building incorporating 15 apartments (flats), communal social areas and associated parking and landscaping. *Action/Resolution: Waiting Dover District Council decision.*

b) **19 Victoria Road Capel Le Ferne CT18 7LR**

21/00094, Erection of a front extension. *Action/Resolution: Waiting Dover District Council decision.*

c) **118 Capel Street Capel Le Ferne Folkestone Kent CT18 7HB**

21/00036, Erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 4m, and for which the height of the eaves would be 2.25m. *Action/Resolution: Dover District Council confirm that their prior approval is not required for the proposed development.*

d) **77 Old Dover Road Capel Le Ferne CT18 7HS**

21/00222, Erection of single storey rear extension, extended balcony and internal alterations.

Action/Resolution: Waiting Parish Council decision.

e) **(HLAA/LALP) - Dover District Council Land Allocation Local Plan Consultation**

Consultation ends on 17th March 2021. All documents available on our website with links via Facebook Page and email database notifications.

Action/Resolution: Cllrs: Norris and Pilcher have been working on the Parish Council response to the allocated sites for Capel-le-Ferne noted in the Local Plan. Professional advice has been sought to clarify the contents of the Parish Council response, but finding a Consultant is proving difficult.

Other**Grasslands (Jarvis homes Development)**

Action/Resolution: Response summary following, received by resident, from Dover District Council Planning Enforcement.

“The developers have informed they seeded the new chalk grassland in September 2020 and that this will not properly appear until when the weather warms in Spring and seeds germinate. The approved landscaping scheme has a 5-year management programme. The approved landscaping details state that it should be managed by a Management Company funded by a service charge from the residents. The Management Company has yet to be formed but the developers assure me it will be created as soon as the last house is sold.”

7. DELEGATES' REPORTSa) **Neighbourhood Watch**

January monthly update from PCSO circulated to members for information.

b) **Play equipment**

Further work to Skate-Park ramps edgings still to be completed. *Action/Resolution: Waiting work to be programmed with contractors.*

Dead Ash trees and other tree work. *Action/Resolution: Still waiting works to be completed by contractor.*

c) **Highways** - Nothing further to report.d) **Public Rights of Way** – Several fallen trees removed for Health and Safety reasons from Green Lane Bridleway, due to high winds.e) **Speed Watch**

Due to ongoing Covid-19 restrictions, the public meeting to recruit more volunteer practitioners will take place as soon as allowed.

f) **Capel Cares** – Volunteers available to assist to help anyone requiring lifts to visit the vaccination centres.g) **Grapevine Newsletter**

Door to door delivery of newsletter at present cancelled until further notice due to National Lockdown and Stay Home that was implemented by Government. Councillors agreed they could not justify for fear of high transmission issues. An online version only would be made available.

h) **Village Hall Management Committee** – The Farmers Market has remained open for essential food items, has had a change of management. Debbie who has run the market with such dedication for the past few years, no longer feels able to continue and so on reflection, the Management Committee has taken back the management of the Market.

Signed Chairman

Date

- i) **Training/workshops/seminars** - Available online as virtual events. Sent out to Councillors as received.
- Why representation in local councils matters - *Cllr Philippa Seager booked via Zoom*
 - Building back resilient communities
 - KALC DOVER AREA COMMITTEE MEETING
 - KALC content of the draft local plan
 - DDC Local plan workshop - *Clerk attended via Zoom*
 - Trading Standards Webinar - *Clerk attended via Zoom*
 - Annual Planning Conference
 - Vision Zero: The Road Safety Strategy for Kent 2020 – 2026
 - Keep Kent Safe - *Clerk attended via Zoom*
 - Planning workshops
- j) **District Councillor James Rose** – Nothing further to report.
County Councillor Geoff Lymer – Report as publish in Grapevine Newsletter.
- k) **Other** - Nothing further to report.

8. **CORRESPONDENCE**

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

Renewal of our Public Spaces Protection Order (PSPO).

There will be a delay in bringing in our new PSPO. Current one expires on 26th July. Unable to do, as work on other separate proposed amendments, the pandemic and purdah resulting from the forthcoming elections. Under the relevant legislation, extension to the current PSPO as it is, under our delegated powers, the existing controls will remain in place after 26th July. Hope to have the new one in as soon as possible, ideally September but cannot commit to a date at this moment.

9. **CHEQUES and BACS PAYMENTS**

The **attached** cheques and BACS payments were approved and authorised by Cllrs: Lake and Pilcher Under agreed Delegated Powers.

INCOME/EXPENSE 20.01.2021 to 16.02.21

10. **MATTERS CONCERNING THE PARISH**

Precept Demand Forms 2021/22

5-4 Councillors agreed to increase the Precept 2021-2022 as below.

Total Resource Requirement Expenditure estimate for 2021/2022 £47,993

Band D Council Tax Charge increase from £62.17 to £70.81 (Increase of £8.64 per annum)

Councillors' comments – Addressed previously in these minutes.

Approve resolution to discuss any confidential issues – None.





11. **DATE OF NEXT MEETING**

Due to the COVID-19 Government Regulations currently in place, the Parish Council continue to operate by discussing and making decisions remotely, under Delegated Powers given to Chairman, Vice-Chairman and Clerk.










The next Parish Council meeting venue and dates, will be arranged and notified when known and Covid-19 regulations are relaxed.

Signed Chairman
Date

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).***Item 8**

DefibWorld	Get your defibrillator accessories at a cheapest online price!	22/02/21 11:18
National Association of Local Councils	 NALC ONLINE EVENTS	22/02/21 09:06
Info	Rural Kent Membership	18/02/21 09:58
National Association of Local Councils	 NALC ONLINE EVENTS	16/02/21 09:29
Cobb, Sue	Be prepared - and how to reach us in an emergency	12/02/21 18:32
Karen Stagg	Navigating the world of bus shelters	11/02/21 12:05
Sam Bailey	Join our free webinar: Helping Local Councils secure external funding	11/02/21 10:58
alert@neighbourhoodalert.co.uk	Online Workshops For Coordinators 10/02/2021 09:13:51 [365218]	10/02/21 09:13
Cobb, Sue	Water Resources South East's proposals for creating a Best Value regional plan	09/02/21 17:55
National Association of Local Councils	 NALC ONLINE EVENTS	09/02/21 09:30
Andrew Sage	Grounds maintenance and Tree care	08/02/21 13:17
Kent & Medway Growth Hub	Kent & Medway Growth Hub Alert	05/02/21 16:01
Laura Dyer	Snow & ice advice from Came & Company	05/02/21 12:34
National Association of Local Councils	 JOB VACANCY	04/02/21 10:21
Anita Sedgewick	Free online training and the Countryside Experience programme	04/02/21 09:55
Terry Martin	*NEW* Invitation to Flood Warden Training - Weds 24 Feb - 19:00-21:00	04/02/21 09:40
David Parratt	Flood Warden Training Available	04/02/21 09:05
alert@neighbourhoodalert.co.uk	Keeping You Safe and Warm During the Covid-19 Pandemic 28/01/2021 15:46:38 [362664]	28/01/21 15:46

Already forwarded

→ Laura Dyer	KALC TRAINING AND EVENTS	19/02/21 16:12
→ Terry Martin	Remote Meetings	19/02/21 15:21
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	19/02/21 09:44
Terry Martin	KALC CEO Bulletin - February 2021	17/02/21 14:45
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	12/02/21 15:14
→ DDC Local Plan	Invite to Parish and Town Council Teams Live Event on Thursday 25 February 19.30 - 21.00	12/02/21 10:46
National Association of Local Councils	 NALC ONLINE EVENTS	10/02/21 09:29
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	05/02/21 17:19
→ National Association of Local Councils	 NALC CORONAVIRUS UPDATE	05/02/21 09:30
→ Laura Dyer	KALC NEWS JANUARY 2021	03/02/21 12:55
→ National Association of Local Councils	 NALC ONLINE EVENTS	02/02/21 09:29
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	29/01/21 16:30
→ Terry Martin	Call for capital project ideas - located in Kent and Medway	28/01/21 09:50
→ National Association of Local Councils	 NALC ONLINE EVENTS	27/01/21 09:29
Terry Martin	Vision Zero: The Road Safety Strategy for Kent 2020 - 2026	26/01/21 16:44
→ Terry Martin	NALC Consultation Briefing EPC1-21 - MHCLG Consultation on Right to Regenerate to turn derelict...	26/01/21 14:59
→ National Association of Local Councils	 NALC ONLINE EVENTS	26/01/21 09:29

Signed Chairman
Date

INCOME/EXPENSE 19.01.21 to 22.02.21. To be confirmed and agreed

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					48,298.74					
27.01.21	NALC	Talk Local Councils Matter	32.44	6.49	38.93		R	BACS			
29.01.21	Nat West	Interest	0.30			0.30	R	INT			
01.02.21	HMRC	PAYE	88.80		88.80		R	DD			
01.02.21	Kent Cables	Monthly SIM	42.00		42.00		R	DD			
15.02.21	Streetz 2 StreetZ	Advert	18.00			18.00	R	SO			
18.02.21	Staff	Salaries	513.48		513.48		R	BACS	Cash/Chq in Hand		6.56
18.02.21	Staff	Expenses: Broadband & Energy February	18.00		18.00			BACS	Reserve A/c	262	34,914.27
19.02.21	Dover District Council	Grapevine Printing October	392.29		392.29		R	BACS	Current	965	830.88
19.02.21	Dover District Council	Grapevine Printing November	392.20		392.20		R	BACS	Project	24	10,728.43
19.02.21	Dover District Council	Grapevine Printing December	392.20		392.20		R	BACS			46,480.14
19.02.21	Resident	History Book	5.00			5.00	R	CASH	Less Un-Reconciled		36.00
				6.49	1,877.90	48,322.04					
						46,444.14					46,444.14

<i>Project</i>	<i>10,728.43</i>
<i>Other</i>	<i>35,715.71</i>
TOTAL	46,444.14

Signed Chairman
Date