

**DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL****HELD ON 18<sup>TH</sup> AUGUST 2020****Present:** Cllrs; Alfsdotter, Holliday, Lake, Leppard, Norris, Pilcher, Seager, and Young.

1. **APOLOGIES** – Cllrs: Greening, County Councillor Geoff Lymer, District Councillor James Rose, Community Warden Janice Henry and PCSO Megan Keehner.

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.*

- Concerns expressed on providing more 20mph/40mph road roundels and more cameras.
- Fly tipping rear of Capel Street on boundary of Farmers' Land.
- Restart of Surgeries to be reviewed at next meeting.

3. **MINUTES OF THE MEETINGS**

The Minutes of the Meeting held on 21<sup>st</sup> July 2020 were approved and signed by the Chairman, Cllr. Tony Lake, proposed by Cllr: Holiday, seconded by Cllr: Leppard and agreed by all.

4. **DECLARATION OF PERSONAL INTERESTS**

- None

5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**

- a) **Traffic Management:**

The Parish Highway Improvement Plan had been forwarded to Kent Highways for costings on 3 priorities.

A response had been received that a flashing warning sign cost would be approximately £7,500, but could differ according to any installation requirements/changes, i.e. solar powered or electric.

*Action/Resolution: Other items in their response have been followed up and waiting further reply.*

**Planters on B2011**

The position of the 40mph speed zone boundary gates/planters, placed in a dangerous position

blocking sight on B2011. *Action/Resolution: Have now been relocated following consultation with Kent Highways and will be maintained again by sponsors.*

**Dover Hill traffic improvement works**

Lane changes on Dover Hill, still waiting Kent Highways to implement. *Action/Resolution: This will be pursued by Clerk.*

- b) **School Project Donation**

First Aid training for children at Primary School, agreed to be funded by Council. *Action/Resolution: To pursue further. Clerk to make contact with other Parish Council who had done similar project on Company used.*

6. **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: Granted Permission.*

- b) **Hockley Sole, Hockley Lane**

20/00482, Change of use and extension of existing garden building to provide a holiday let/ancillary accommodation. *Action/Resolution: Waiting DDC Decision.*

- c) **Great Satmar Farm, Satmar Lane**

20/00482, Change of use and extension of existing garden building to provide a holiday let/ancillary accommodation. *Action/Resolution: Granted Permission.*

- d) **77A Old Dover Road**

20/00730, Erection of a first-floor front extension, roof extension over existing balcony with glass balustrade and alterations to doors and windows. *Action/Resolution: Waiting DDC Decision.*

- e) **4 Lancaster Avenue**

20/00781, Erection of a single storey side/rear extension (existing extension to be demolished). *Action/Resolution: Waiting DDC Decision.*

- f) **34 Helena Road, Bracknell House**

20/00732, Erection of a single storey side extension, replacement roof to existing conservatory and alterations to doors and windows (existing single storey front and side extensions and steps to be demolished). *Action/Resolution: Waiting DDC Decision.*

Signed ..... Chairman

Date .....

g) **153 Old Dover Road (Granted Certificate of Lawfulness)**

20/00380, Certificate of Lawfulness (proposed) for replacement window with patio doors and steps to front elevation. *Action/Resolution: Granted Permission.*

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

Nothing forthcoming, to date, from Dover District Council on a consultation period being published. Things in the building industry are very much unsettled in the present Covid-19 regulations, etc., and Dover District Council are continuing to monitor the Government's advice on the situation. Their website states later this year or early 2021 now. More information can be found on Dover District Council website. *Action/Resolution: Cllr: Norris to do a write up to notify public on Government white paper on planning reform consultation, i.e. changes to planning process. When date known for LALP consultation, Councillors to encourage public intervention to write comments to DDC and to attend an exhibition to pass on to Parish Council.*

i) **Other****Grasslands**

Enquiry letters sent to outside agencies requiring advice on the Open Space area between George Close and Old Dover Road. *Action/Resolution: When responses received this will be re-actioned back to Dover District Council and Jarvis Homes.*

**7. DELEGATES' REPORTS**a) **Neighbourhood Watch**

- PCSO Megan Keehner - Report for July had been circulated:
- There have been reports of nuisance youths in the area of the skatepark. Please report anti-social behaviour via 101.
- 22/07/2020 and 23/07/2020 there were various reports of a distressed male entering residents gardens of Capel-Le-Ferne. This male was a vulnerable missing person. Police attended and the male will now receive the correct help by relevant agencies. Thank you to all residents who raised their concerns and reported via the correct route of 999 and 101.
- We are now listed for the Anti-social patrol car to visit, Friday, Saturday and Sunday evenings.
- Jan Henry, Community Warden - Report read out:
- Continues to try and attend the weekly Farmers Market if anyone would like to see me with any concerns.
- Continues to patrol areas of the village regularly including the play area and cliff top.
- Regular joint patrols with PCSO Megan Keehner and hopefully that will help address the low level anti-social behaviour that can bubble up, especially in the play area.

b) **Play equipment**

- Equipment Status  
Annual RoSPA Inspection. *Action/Resolution: Shackles and bushes on flat swings to be replaced – quote to be obtained. Slight slide corrosion – Cllr: Pilcher to treat. Fitness bike no issues. Skate Park items requiring attention – copy of report to be sent to Evolution to obtain a quote.*  
*Other minor repairs and refurbishment noted for future remedial work to be carried out.*  
New Signs. All the small signs have been removed and two new larger signs have now been installed on the playing field. These indicate information to the public on visiting the Recreation Field.  
 Signs to be added to Insurance.

c) **Highways**

A20 Diversions not working when work being carried out on Roundhill Tunnels, reply from A One+ to be forwarded to Cllr: Pilcher for information. This state, more signage to be put in place.

d) **Public Rights of Way**

Bridleway adjacent to George Close - *Action/Resolution: Subject to meeting with KCC and DDC to discuss a diversion, as an alternative suggestion, round London House.*

Poulton Farm - *Action/Resolution: Change of status from bridleway to Byway. Official application forward to KCC from Horse Society.*

Open space fronting Old Dover Road - *Action/Resolution: Enquiry letters sent to outside agencies requiring advice on the Open Space area between George Close and Old Dover Road – when responses received this will be re-actioned back to Dover District Council and Jarvis Homes.*

Camper Vans Parking on Old Dover Road, discussed *Action/Resolution: Cllr: Lake would refer to County Councillor Lymer for advice on restrictions.*

e) **Speed Watch**

*Action/Resolution: Sessions will restart when Covid-19 regulations are relaxed by Kent Police.*

Signed ..... Chairman

Date .....

f) **Capel Cares**

Now operating independently and continues to help residents as and when contacted.

g) **Grapevine Newsletter**

September issue to be door to door delivery. Cllr: Leppard to inform Printer to deliver to Cllr: Lake for organising to deliverers. Cllr: Leppard thanked Councillors for the gift of an Afternoon Tea and Flowers.

h) **Village Hall Management Committee**

Garage Safari – Chairman of VHMC requested use of Playing Field for parking on Sunday, 6<sup>th</sup> September.

*Action/Resolution: Councillors agreed, subject to weather conditions.*

- **Training/workshops/seminars**

>Consultation webinar on the LGA draft Model Member Code of Conduct - 26 August. *Action/Resolution: Clerk attending.*

>Rebuilding Communities 6 Online events. August – March 2021

>Health and Well Being workshops on Zoom platform 3<sup>rd</sup> and 9<sup>th</sup> September

>Clerks Conference Online, 24<sup>th</sup> September.

- **District Councillor James Rose**

None.

**County Councillor Geoff Lymer**

Kent Leader announces “we cannot safely meet our statutory duty” as council reaches capacity for the care of unaccompanied asylum-seeking children

Kent County Council (KCC) Leader, Roger Gough and Sue Chandler, Cabinet Member for Integrated Children’s Services have announced that, despite efforts to work with the Home Office, and the county council’s many appeals for support from other UK Local Authorities, Kent has today reached the limit of safe capacity to care for new arrivals of unaccompanied asylum-seeking children (UASC) and is unable to accept new arrivals from today until a solution can be found by the Home Office to fairly distribute the children to other Local authorities. With the number of new UASC arrivals escalating sharply this year, particularly by boat during lockdown, and the failure of the currently discretionary National Transfer Scheme to fairly distribute the care of these young people to local authorities throughout the UK, an impossible strain has been placed on finite KCC social care resources such as social workers, independent reviewing officers, care workers, foster carers, accommodation and funding. In May 2020, council leader Roger Gough made a direct appeal for support to the Home Secretary Priti Patel and the council was extremely grateful for the resulting useful and encouraging meeting with Chris Philp MP and his generous offers of help and support. Following this, we have held subsequent meetings with the Home Office. We have emphasised via these discussions, and publicly in the media, that Kent is on the verge of running out of resources; most recently giving notice of reaching full capacity on Friday (14 Aug 2020). However, promised actions have not materialised and as forewarned KCC is no longer able to meet our statutory duty to receive new arrivals at Dover into our care, while at the same time meet our statutory duty to care for them safely. The County Council no longer has the placement capacity or social work capacity to safely do this, after months of extraordinary demands on our UASC services.

Roger Gough, KCC Leader said: “I am deeply disappointed and concerned that, despite our many efforts to avoid this unthinkable situation, it has been necessary to make this announcement today. This is a huge challenge for Kent, but a relatively small challenge to solve nationally, and should have been resolved before now. “Since the arrival of significant numbers of UASC at the port of Dover in 2014/15, KCC has cared for and found homes for over 1500 UASC in Kent, and is currently responsible for 589 under 18 year-old and 945 (18-25 year-old) care leavers, whilst still sustaining our focus on delivering high-quality services to citizen children in care. “The stark reality today is that, despite my conversations with the Home Office alerting them that Kent expected to reach safe capacity to meet its statutory duty of care this weekend, 11 new arrivals in the last 2 days has now tipped the balance and the council simply cannot safely accommodate any more new arrivals at this time.

j) **Other.**

- KALC Community Award Scheme 2020. *Action/Resolution: Certificate to be delivered to Clerk and arrangements to be made for presentation at October meeting.*

8. **CORRESPONDENCE**

**Other items received:** - List of email items received attached and circulated.

**Other items received:**

1. Auction Board Land South side Old Dover Road. *Action/Resolution: Waiting Auction in September.*
2. Caravans at Satmar. *Action/Resolution: Enquiries made to DDC*
3. Small Business Grant. *Action/Resolution: Application Form completed.*

Signed ..... Chairman

Date .....

**9. CHEQUES and BACS PAYMENTS**

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr: Young, seconded by Cllr: Pilcher 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
	<b>Brought Forward</b>					<b>56,571.56</b>					
22.07.20	Viking	Sign holders, binder, paper ink cartridge	103.65	20.73	124.38		R	BACS			
27.07.20	HMRC	PAYE	158.80		158.80		R	DD			
31.07.20	Nat West	Interest	0.38			0.38	R	INT			
31.07.20	Harmer & Sons	Grass Cutting	502.50	100.50	603.00		R	BACS			
03.08.20	Kent Cables	Monthly SIM	42.00		42.00		R	DD			
07.08.20	PlaySafety	RoSPA Annual Inspection	268.50	53.70	322.20		R	BACS			
10.08.20	Stephen Huxtable	Grass Cutting Church June & July	240.00		240.00		R	BACS	Cash/Chq in Hand		<b>1.56</b>
13.08.20	Streetz 2 Streetz & Relf	Adverts	38.00			38.00	R	SO	Reserve A/c	<b>258</b>	<b>41,912.30</b>
13.08.20	HMRC	PAYE	226.20		226.20		R	DD	Current	<b>947</b>	<b>422.92</b>
15.08.20	Stacey Dray	Afternoon Tea Cherry	30.00		30.00		R	BACS	Project	<b>22</b>	<b>10,728.43</b>
17.08.20	AGL	2 New Signs Playing Field	1,498.46	299.69	1,798.15		R	BACS			<b>53,065.21</b>
18.08.20	Staff	Salaries	500.75		500.75			BACS	Less Un-Reconciled		<b>566.69</b>
18.08.20	Staff	Expenses: Broadband & Energy £18.00 August. Covid-19 Vinyl Stickers £41.94 Land Registry Charge £6	65.94		65.94			BACS			
					4,111.42	56,609.94					
						<b>52,498.52</b>					<b>52,498.52</b>

**11. MATTERS CONCERNING THE PARISH****a) Councillors' comments –**

- When will Jarvis Homes signs on New Dover Road be removed? – agreed probably when all sold.
- History Book update to be investigated further. *Action/Resolution: Clerk to find box of past book paperwork for further discussion at next meeting.*
- How often litter bins emptied – confirmed once a week, sometimes twice.
- Weeds surrounding skate-park to be removed. *Action/Resolution: Cllr: Young to organise and send in invoice for payment.*

**b) Approve resolution to discuss any confidential issues – None**

<i>Project</i>	<i>10,728.43</i>
<i>Other</i>	<i>41,770.09</i>
<b>TOTAL</b>	<b>52,498.52</b>

**12. DATE OF NEXT MEETING**

The use of the large hall for meetings not available for future meetings, the small hall is not large enough to accommodate all Councillors and any public that attend, in order to comply with social distancing and another evening is not available at Village Hall.

*Action/Resolution: Parish Councillors agreed to meet just once every two months, until Covid-19 regulations are relaxed by the Government. Investigations underway on an alternative venue. Cllr: Lake to enquire on use of Church.*

Therefore, the next Parish Council meeting is Tuesday, 20<sup>th</sup> October, 7.30pm.

Venue to be arranged and will be notified when known.

It was agreed by all present, that Cllrs: Lake and Pilcher together with Clerk would have Delegated Powers between meetings.

**13. CONFIDENTIAL ITEMS – None.**

Signed ..... Chairman

Date .....