

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

24th NOVEMBER 2020,

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.

Concerns relating to issues of HGVs on the B2011.

Communications continues with Highways England, A One + Contractors and Kent Highways, on closures on the A20 when works to Roundhill Tunnels are being carried out. *Action/Resolution: More signage was put in place, including large digital units at junction roundabout of Churchill Avenue/A260 Canterbury Road on diversion route. Thank you again to all residents that have assisted in this campaign by emailing the agencies.*

Cutting back of hedge top of Capel Street.

Request received to cut back hedge top of Capel Street.

Action/Resolution: Three quotations received and Harmers & Sons have been accepted to carry out the works specified of - Reduce to 5ft high by 5ft deep and at least 1ft from pavement.

BT Telephone box, opposite Amins' Stores

Report to be out of order. *Action/Resolution: Report to BT on 27th October 2020.*

3. **MINUTES OF THE MEETINGS**

- 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.

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

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

a) **Traffic Management**

Highway Improvement Plan

Virtual meeting to be held in December with Schemes Project Manager for Kent Highways to discuss further, the Parish Council Highway Improvement Plan.

Action/Resolution: Councillors Greening and Pilcher and Clerk to attend.

Dover Hill traffic improvement works

Action/Resolution: Still waiting Kent Highways programme of works to be undertaken.

b) **School Project Donation**

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

Action/Resolution: Clerk still waiting to pursue further with School.

c) **Capel Street Rubbish**

Action/Resolution: Waiting Dover District Council to action and report back.

d) **Access to Playing Field**

Action/Resolution: Waiting Dover District Council as Landlord to action and report back.

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) **Hockley Sole, Hockley Lane**
20/00482, Change of use and extension of existing garden building to provide a holiday let/ancillary accommodation. *Action/Resolution: Amended plan submitted and waiting Dover District Council decision.*
- b) **4 Sea View Close Capel Le Ferne CT18 7JW**
20/01053, Erection of a front porch extension.
Action/Resolution: Waiting Dover District Council decision.
- c) **21 Capel Street Capel Le Ferne CT18 7LZ**
20/01228, Fell three Hawthorn trees (T1, T8 and T11).
Action/Resolution: Waiting Dover District Council decision.
- d) **9 Old Dover Road Capel Le Ferne CT18 7HJ**
20/01134, Creation of vehicular access and paved driveway for disabled access (existing wall and hedge to be removed) (retrospective).
Action/Resolution: Waiting Dover District Council decision.
- e) **(HLAA/LALP) - Dover District Council Land Allocation Local Plan Consultation**
Action/Resolution: Still waiting date for consultation.
- f) **Other**
Grasslands
Action/Resolution: Resident of George Close has written to Dover District Council Planning Enforcement and now waiting for further information from Dover District Council on use and maintenance programme of Public Open Space and Bridleway access and footpath across open space.

7. **DELEGATES' REPORTS**

- a) **Neighbourhood Watch**
October monthly update from PCSO circulated to members for information.
Joint Police Community Support Officer and Community Warden walkabouts continue.
- b) **Play equipment**
Zip-wire now had a replacement tyre stopper for Health and Safety reasons, due to split in original.
Extensive refurbishment to Skate-Park ramps has now been carried. Further Health and Safety works to edgings now to be completed. *Action/Resolution: Quotation received and agreed, work to be programmed with contractors.*
- c) **Highways**
Trees planted by Kent Highways on New Dover Road.
Action/Resolution: Confirmation received that maintenance of the trees is the responsibility of Kent Highways Soft Landscape Team.
- d) **Public Rights of Way** - Nothing further to report.
- e) **Speed Watch**
A public meeting will be held, when Covid-19 government regulations allow, to recruit more volunteer practitioners.
- f) **Capel Cares**
Thank you to all the volunteers who continue to assist and help clients in the Village.
- g) **Grapevine Newsletter**
With November lockdown, all deliverers agreed to carry on with delivering the December issue.
Thanks, were expressed to them for this continuation of door to door delivery.
Noted: No issue for January. Next issue will be for February.
- h) **Village Hall Management Committee** – CCTV maintenance was required and apologies were expressed to them and also Pre-school, for not notifying them of the engineers attendance on their first visit. Confirmation was given for their second visit.
- i) **Training/workshops/seminars**
Online seminars available:
- j) **District Councillor James Rose** – Report in Grapevine Newsletter.
County Councillor Geoff Lymer – No Report

Signed Chairman
Date

k) **Other** – Remembrance Day was attended by a few members of the public and 6 representatives from organisations in Village, who laid wreaths. Thank you everyone who attended and for observing the two minutes silence, as well as social distancing. Thank you to Rev Brian Williams for officiating at the event. Photos available on our website.

8. CORRESPONDENCE

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

1. Viking brochures October and November issues.
2. Clerks and Councils Direct Magazine.

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 27.10.2020 to 24.11.2020

10. MATTERS CONCERNING THE PARISH





- a) **Councillors' comments** – Addressed previously in these minutes.
- b) **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

Kent & Medway Growth Hub	Update on Financial Support For Businesses	23/11/20 17:30
Kent & Medway Growth Hub	Update on Financial Support For Businesses	20/11/20 17:30
CAPEL-LE-FERNE PARISH COUNCIL	Re: Fwd: Re Stop Loan sharks week Christmas Campaign and free online training	20/11/20 10:53
Maureen Leppard	Fwd: Re Stop Loan sharks week Christmas Campaign and free online training	20/11/20 10:46
Kent & Medway Growth Hub	Update on Financial Support For Businesses	19/11/20 17:30
Terry Martin	Flood Warden Training - Tuesday 24 November	19/11/20 16:26
Kent & Medway Growth Hub	Update on Financial Support For Businesses	18/11/20 17:30
Brake, the road safety charity	Road Safety Week is live!	17/11/20 16:08
CEA Limited	Quick removal of unauthorised encampments and trespassers	17/11/20 15:16
Amy Nash	Kent Community Foundation's Knock & Check campaign	17/11/20 10:30
Kent & Medway Growth Hub	Update on Financial Support For Businesses	16/11/20 17:30
National Association of Local Councils	 REBUILDING COMMUNITIES	16/11/20 09:14
tc	Community Football and Sports ground	13/11/20 19:07
Kent & Medway Growth Hub	Maidstone and Tunbridge Wells Local Restriction Grant Pages Are Open	12/11/20 17:22
Laura Dyer	KALC AGM - 28TH NOVEMBER 2020	11/11/20 16:09
Carl Dewhurst	Census 2021	11/11/20 15:05
Ashley Payne	#iwill week. The power of youth Festival	10/11/20 12:11
National Association of Local Councils	 REBUILDING COMMUNITIES	09/11/20 09:30
Debbie Pettman	FW: Updated Live Well Kent SKC Service Delivery	06/11/20 17:00
Kent & Medway Growth Hub	Message from Roger Gough, Leader of Kent County Council	04/11/20 17:02
National Association of Local Councils	 NALC ANNOUNCEMENT	04/11/20 11:09
Laura Dyer	South Kent Coast Meeting Wednesday 11 November 2pm	03/11/20 17:04
Terry Martin	COVID-19 update - 2 November 2020	03/11/20 16:57
National Association of Local Councils	 CORONAVIRUS UPDATE	03/11/20 15:30
Laura Dyer	NALC's TREE CHARTER NEWSLETTER	30/10/20 16:59
Laura Dyer	NALC CHIEF EXECUTIVE'S BULLETIN	29/10/20 11:18

Already forwarded

Terry Martin	Additional Papers for the KALC AGM 28 November 2020	23/11/20 16:24
Kent County Council Consultations (do not reply)	[StatementCommunityInvolvement] KCC Statement of Community Involvement 2020 - Invitation to ...	23/11/20 15:47
Terry Martin	KALC CEO Bulletin - November 2020	23/11/20 12:36
National Association of Local Councils	 REBUILDING COMMUNITIES	23/11/20 09:15
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	20/11/20 15:30
Laura Dyer	NALC CHIEF EXECUTIVE'S BULLETIN	18/11/20 15:39
Terry Martin	KCC Member Environment Briefing - November 2020	18/11/20 11:48
Dover and Deal GP coordinator	A 'heads-up' : Consultation on draft Local Plan (Regulation 18): Jan 2021	17/11/20 14:04
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	13/11/20 15:45
Laura Dyer	Notes on Neighbourhood Planning	11/11/20 11:57
Laura.Trafford@kent.gov.uk	Parish council digital platforms invitation November 23rd 2020	10/11/20 13:56
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	06/11/20 15:47
Terry Martin	Covid-19 National Lockdown: Update at 3 November 2020	04/11/20 10:27
Laura Dyer	KALC NEWS OCTOBER 2020	03/11/20 11:44
National Association of Local Councils	 CORONAVIRUS UPDATE	03/11/20 10:41
National Association of Local Councils	 CORONAVIRUS UPDATE	02/11/20 12:39
National Association of Local Councils	 REBUILDING COMMUNITIES	02/11/20 10:47
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	30/10/20 16:02

Signed Chairman
Date

INCOME/EXPENSE 27.10.2020 to 24.11.2020 - 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					53,169.80					
27.10.20	Harmer & Sons	Grass Cutting October	502.50	100.50	603.00		R	BACS			
02.11.20	Kent Cables	Monthly SIM	42.00		42.00		R	DD			
02.11.20	Various	Adverts	276.00			276.00	R	100432			
02.11.20	General	History Books	40.00			40.00	R	100432			
27.10.20	Stephen Huxtable	Grass Cutting October	120.00		120.00		R	BACS			
10.11.20	KCC	Soft Landscape donation	812.03			812.03	R	BACS			
11.11.20	Viking	Laminating Pouches	23.26	4.65	27.91		R	BACS			
13.11.20	Streetz 2 Streetz & Relf	Adverts	38.00			38.00	R	SO	Cash/Chq in Hand		1.56
16.11.20	Various	Poppy wreaths	47.00			47.00					
19.11.20	Various	Adverts	558.00			558.00	R	BACS	Reserve A/c	260	38,912.99
20.11.20	Staff	Salaries	513.48		513.48		R	BACS	Current	960	3,962.27
20.11.20	Staff	Expenses: Broadband & Energy November	18.00		18.00			BACS	Project	24	10,728.43
20.11.20	Staff	Expenses: Cable Ties, Keyboard Key	29.19		29.19		R	BACS			53,605.25
				105.15	1,353.58	54,940.83			Less Un-Reconciled		18.00
<i>Project</i>	<i>10,728.43</i>					53,587.25					53,587.25
<i>Other</i>	<i>42,859.00</i>										
TOTAL	53,587.43										

Signed Chairman
Date