

Clerk to the Council - Maureen Leppard

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## CAPEL-LE-FERNE PARISH COUNCIL

**THE ANNUAL PARISH MEETING OF THE PARISH COUNCIL WILL BE HELD ON**  
**THURSDAY, 19<sup>th</sup> APRIL 2022, AT 7.30PM**  
**AT THE VILLAGE HALL, LANCASTER AVENUE, CAPEL-LE-FERNE, CT18 7LX**

### AGENDA

|    |   |
|----|---|
| 1. | TO RECEIVE Representative from KALC, to present Award   |
| 2. | To APPROVE Annual Parish Minutes of the meeting held on 29 <sup>th</sup> July 2021 ( <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 2021/2022  |
| 5. | To RECEIVE and DISCUSS any other business   |
| 6. | To CONFIRM date of next Annual Parish Meeting (18 <sup>th</sup> April 2023)   |

### A NORMAL MEETING OF THE PARISH COUNCIL WILL FOLLOW

### AGENDA

|     |   |
|-----|---|
| 1.  | To RECEIVE Apologies for absence  |
| 2.  | To RECEIVE any Public Address to Councillors & Feedback ( <i>10-15 minutes</i> )  |
| 3.  | To APPROVE<br>a) Minutes of the meeting held on 15 <sup>th</sup> March 2022 ( <i>Draft already circulated</i> )   |
| 4.  | To DECLARE any personal interests in items on Agenda  |
| 5.  | To DISCUSS matters arising from minutes, not covered elsewhere on agenda<br>a) <i>Lighthouse Inn</i>  |
| 6.  | To RECEIVE and DISCUSS Planning Applications<br>a) <i>Applications</i><br>b) <i>(HLAA/LALP) - Dover District Council Land Allocation Local Plan Consultation</i>  |
| 7.  | To RECEIVE Delegates and any other working parties or sub-committee reports not covered elsewhere<br>a) <i>Neighbourhood Watch</i><br>b) <i>Playing Field</i> ▪ <i>Equipment Status (already circulated)</i><br>c) <i>Traffic Management</i> ▪ <i>Lorries Capel Street</i> ▪ <i>TAP</i> ▪ <i>Highways Improvement Plan</i> ▪ <i>Dover Hill</i><br>d) <i>Public Rights of Way</i> ▪ <i>Green Lane</i><br>e) <i>Speed Watch</i><br>f) <i>Events:</i> ▪ <i>Queen's Platinum Jubilee</i> ▪ <i>Green Canopy</i> ▪ <i>Commemorative Mugs</i><br>g) <i>Resilience Plan</i> ▪ <i>Fire Hydrant Map</i> ▪ <i>Named Individuals Confirmation</i><br>h) <i>Capel Cares</i> ▪ <i>Ukraine Refugees</i><br>i) <i>Grapevine Newsletter</i><br>j) <i>Village Hall</i><br>k) <i>Training/Workshops/Seminars</i><br>l) <i>District Councillor and/or County Councillor David Beaney</i><br>m) <i>Other</i> |
| 8.  | To RECEIVE and DISCUSS Correspondence<br>a) <i>Smaller Councils Committee Letter</i>  |
| 9.  | To RECEIVE, APPROVE and AUTHORISE - BACS payments and SIGN Cheques  |
| 10. | To RECEIVE and DISCUSS Any Other Business concerning the Parish<br>a) <i>Councillors' comments</i><br>b) <i>Approve any resolutions for discussion in confidential items in agenda item 12</i>  |
| 11. | To CONFIRM date of next meeting - ( <i>Tuesday, 17<sup>th</sup> May 2022 – Small Hall</i> )   |
| 12. | To RECEIVE and DISCUSS confidential items approved by resolution in item 10b  |

Signed  (Parish Clerk).

**LIST OF ITEMS NOT ON AGENDA – PENDING OR UNRESOLVED**

- a) WW1 Memorial Benches - (*Deferred to a later date*)
- b) WW1 Airfield Memorial at The Royal Oak – (*Airfields of Britain Conservation Trust – Spring 2022*)
- c) Training and Development Policy and Data Protection Policy - (*Waiting Clerk to update*)
- d) Site at Western Heights & Farthingloe - (*Waiting Dover District Council*)
- e) School 1<sup>st</sup> Aid Training - (*Deferred to a later date*)
- f) New Waste Bins, New Dover Road - (*Deferred to a later date*)
- g) New Play Equipment Expression Swing - (*Deferred to a later date*)
- h) Improvements to Playing Field surface - (*Deferred to a later date*)
- i) Footpaths North New Dover Road - (*Waiting Kent Highways*)

**MINUTES OF THE ANNUAL PARISH MEETING**  
**HELD ON 29<sup>th</sup> JULY 2021**

**PRESENT:** Cllrs; Greening, Holliday, Lake, Leppard, Pilcher, Seager and Young, together with District Councillor Martin Hibbert, County Councillor David Beaney, Geoff Lymer, Sarah Pegler, Simon and Reece Withey.

**APOLOGIES:** Cllrs: Alfsdotter and Norris

1. **PRESENTATIONS**

The President of Kent Association of Local Councils, Mr John Rivers, presented the 2020 Kent Association of Local Council Community Award to Capel-le-Ferne Youth Club.

The 2021 Kent Association of Local Council Community Award for Long Term Service was also presented to Mrs Maureen Leppard (Parish Clerk) and a Gift presentation, given by the Parish Council (Cllr: Tony Lake) to former Kent County Councillor, Mr Geoff Lymer.

**Citations:**

Capel-le-Ferne Youth Club - 2020, marks the 40th Anniversary for this group with many adult volunteers, over these years, organising club nights, including numerous outings and events, for our Village Youth of 9+ years. Simon Withey and Sarah Pegler received the certificate on behalf of the group.

Mrs Maureen Leppard (Parish Clerk) - received her certificate, plus flowers and chocolates, for 25 years dedicated service to the Parish Council and Community of Capel by the dissemination of news and events via various social media platforms.

Mr Geoff Lymer - former Kent County Councillor of our Ward, was thanked by the Council's Chairman, and presented with a gift of garden vouchers, for many years' services, of advice and assistance to the Parish Council.

2. **MINUTES**

The Minutes of the last Annual Parish Meeting held on 16<sup>th</sup> April 2019 were approved as a correct record and signed by Cllr: Lake, Chairman. Proposed by Cllr: Greening and Cllrs. Leppard and Holliday.

3. **MATTERS ARISING**           None

4. **CHAIRMAN'S REPORT**

Cllr Lake (Chairman) gave his report for the year 2019/2021 to the meeting. (Attached).  
*Due to Covid, no Annual Parish Meeting held in 2020*

5. **ANY OTHER BUSINESS**   None.

6. **DATE OF NEXT ANNUAL PARISH MEETING**

This was confirmed as Tuesday, 19<sup>th</sup> April 2022.

## Chairman's Report 2019-2021

### Housing development.

The 40 properties in George Close are completed and occupied, mostly by owner occupiers with some DDC tenancies. Issues regarding access to the green space remain unresolved and we await the establishment of the management company with which this council hopes to maintain contact.

The controversial development in Capel Street was given outline permission by DDC but, as yet, we have not seen a reserved matters application.

DDC has consulted on site allocations as the local plan process grinds slowly on.

### Highways.

The 40mph limit on New Dover Road has at last been extended to the junction with Winehouse Lane. A road safety scheme to merge the two uphill lanes further down Dover Hill has not been implemented despite our understanding that it was agreed, designed and funded and indeed new signage showing the change has been installed. We continue discussions with KCC regarding speed limit reminders and flashing signs.

### Speed Watch

Prior to lockdown, Speed Watch was regularly active but ceased until recently with enthusiastic support from previous volunteers and new recruits – all of whom we thank.

### Playing Field/Village Hall.

Enhanced CCTV and remote access to it has enabled Maureen to keep an eye on activities and to report problems to the relevant authorities.

The children's play area and equipment is about to be updated thanks to the hard work of Keith Pilcher and I am sure that he will be happy to report progress later in our meeting.

### Councillors

Since our last Annual Meeting, we have welcomed three new parish councillors. Philippa Seager, Lisa Alfsdotter and returning to the council, Julie Young. We thank Julie Shaw for her valuable contribution to the council.

District Councillor Jamey Rose resigned after two years and Martin Hibbert was elected last week. Geoff Lymer did not stand in the recent County elections and David Beaney was elected.

I would like to thank all our parish councillors for their support over the last two years and on behalf of the council than our Community Warden Janice Henry and PCSO Megan Keehner for their work in the village and David Reed for keeping the village tidy.

Finally particular thanks to Maureen and Keith for their hard work and support during what has recently been a difficult time for Jill and myself.

***COUNCILLOR ANTHONY LAKE***