

CAPEL-LE-FERNE PARISH COUNCIL

Clerk to the Council - Maureen Leppard

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THE ANNUAL PARISH MEETING OF THE PARISH COUNCIL WILL BE HELD ON
TUESDAY, 18th APRIL 2023, AT 7.30PM
AT THE VILLAGE HALL, LANCASTER AVENUE, CAPEL-LE-FERNE, CT18 7LX

AGENDA

1.	To APPROVE Annual Parish Minutes and Chair report of the meeting held on 19 th July 2022 (<i>attached</i>)
2.	To DISCUSS matters arising from minutes not covered elsewhere on agenda
3.	To RECEIVE Chairman's report 2023/2024
4.	To RECEIVE and DISCUSS any other business
5.	To CONFIRM date of next Annual Parish Meeting (16 th April 2024)

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 a) Minutes of the meeting held on 21 st March 2023 (<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 a) <i>Rear of Capel Street</i> b) <i>Clifftop Café</i> c) <i>Lighthouse Inn</i>
6.	To RECEIVE and DISCUSS Planning Applications a) <i>Applications</i> 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 a) <i>Neighbourhood Watch</i> b) <i>Playing Field</i> ▪ <i>Equipment Status</i> ▪ <i>Replacement saplings Green Canopy area</i> c) <i>Highways</i> ▪ <i>Improvement Plan (HIP).</i> ▪ <i>Reported enquiries</i> d) <i>Traffic Management</i> ▪ <i>Lorries Capel Street</i> e) <i>Public Rights of Way</i> f) <i>Speed Watch</i> g) <i>Events:</i> ▪ <i>King's Coronation (Sunday, 7th May)</i> h) <i>Resilience Plan</i> ▪ <i>Fire Hydrant Map</i> ▪ <i>Named Individuals Confirmation</i> i) <i>Capel Cares</i> ▪ <i>Ukraine Refugees</i> ▪ <i>Turkey/Syria Earthquake Appeal</i> j) <i>Grapevine Newsletter/social media</i> k) <i>Village Hall</i> l) <i>Training/Workshops/Seminars</i> m) <i>District Councillor Martin Hibbert and/or County Councillor David Beaney</i> n) <i>Other</i>
8.	To RECEIVE and DISCUSS Correspondence
9.	To RECEIVE, APPROVE and AUTHORISE - BACS payments and SIGN Cheques
10.	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 12</i>
11.	To CONFIRM date of next meeting – <i>Tuesday, 16th May 2023</i>
12.	To RECEIVE and DISCUSS confidential items approved by resolution in item 10b

Signed

(Parish Clerk).

MINUTES OF THE ANNUAL PARISH MEETING
HELD ON 19TH APRIL 2022

PRESENT: Cllrs; Alfsdotter, Holliday, Lake, Leppard, Pilcher, Seager and Young, together with District Councillor Martin Hibbert, Community Warden Jan Henry, Alison Cloke, Yvonne Parker, Sophia Uselli and Janet Curtis.

APOLOGIES: Cllrs: Greening and Norris

1. **PRESENTATIONS**

The Chair of Kent County Council, Lesley Game, presented the 2022 Kent Association of Local Council Community Award to Capel Pre-School.

Citations:

Capel Pre-School - The Pre-school has been serving the Community of Capel-le-Ferne for over 50 years and is in recognition of all Teams during this time that have shown their dedication and hard work.

Capel-le-Ferne Parish Council, nominated Capel Pre-School to receive an award certificate being issued by Kent Association of Local Councils, Community Awards Scheme. The Certificate was signed by the KALC Chairman and the High Sheriff of Kent.

Alison Cloak and colleagues Sarah, Yvonne and Janet, accepted the Community Award Certificate for Recognition by the Kent Association of Local Council, on everyone's behalf, as a group of people who have made outstanding contributions to the welfare and enhancement of children in our Village.

2. **MINUTES**

The Minutes of the last Annual Parish Meeting held on 29th July 2021 were agreed and approved as a correct record and signed by Cllr: Seager as present Chairperson. Proposed by Cllr: Young and Cllrs. Pilcher.

3. **MATTERS ARISING** None

4. **CHAIRMAN'S REPORT**

Cllr. Seager (Chairperson) gave her report for the year 2021/2022 to the meeting. (Attached).

5. **ANY OTHER BUSINESS** None.

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

This was confirmed as Tuesday, 18th April 2023.

Chairperson's Report July 2021 – April 2022

Play Equipment.

The multi-coloured surfaces in the junior play area were completed in Autumn 2021.

Self-closing hinges on the gates have finally been installed.

Thanks to Keith for regularly checking the play equipment area and reporting any issues that need to be addressed.

Speed Watch.

This is going from strength to strength. New volunteers have joined and several new sites have been approved. More sessions are now taking place.

New equipment has been purchased to replace the older, outdated gear.

Platinum Jubilee.

A working party was formed to take this forward. The Street Party is to take place in the Village Hall car park on Sunday 5 June, 2022.

Bunting has been made by a group of 10 volunteers.

The beacon lighting will take place on Thursday 2 June at the Battle of Britain Memorial site following a candlelight procession from the Village Hall.

Commemorative mugs have been purchased to give to every child in Capel School.

105 saplings are to be planted with the help of local schoolchildren as part of the Queen's Green Canopy in the recreation ground.

Resilience Plan.

This is still being updated on a regular basis including a map of the location of fire hydrants throughout the village including the new development.

Grapevine Newsletter.

This continues to be produced in colour following a trial period and residents' approval.

Highways Improvement Plan.

Working party is still meeting to discuss and update this.

The double yellow lines in Capel Street and 20mph signs at various location across the village are now completed.

Noticeboards.

It was agreed that these were no longer required. Amin Stores and Capel School have adopted the ones on their sites. The one outside the Church is being relocated to Greenview Nursery and the Village Hall one is being disposed of as it is not in a good state of repair.

Afternoon Tea Party.

This was held in March to thank the volunteers who deliver the Grapevine and run Speed Watch. A very successful event and enjoyed by all who attended.

I would like to thank our Parish Councillors for their continuing support. Also, Maureen and Keith for helping me settle into my new role and gently guiding and advising me when I need it.

On behalf of the Parish Council, appreciation goes to the Community Warden, Janice Henry, and PCSO, Megan Keehner, for their input in the village. Sadly, we are losing Megan who is being replaced by Eva Winter following a reshuffle. We welcome Eva and look forward to working with her.

Cllr. Philippa Seager