

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 18th APRIL 2023

PRESENT: Cllrs; Holliday, Lake, Leppard, Pilcher, Seager and Young, together with District Councillor Martin Hibbert and County Councillor David Beaney.

1. **APOLOGIES** – Cllrs. Alfsdotter, Norris, Community Warden Jan Henry and PCSO Sarah McGuinness.

Councillors acknowledged, with much regret, that Cllr. Holliday was not seeking re-election. The members conveyed their sincere and grateful thanks to Gordon for his interest and services to the Parish Council.

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

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

a) Items raised by public. - None

3. **MINUTES OF THE MEETINGS**

The Minutes of the Meeting held on 21st March 2023, were approved and signed as a correct record by the Chairperson, Cllr. Seager, proposed by Cllr. Pilcher, seconded by Cllr. Holliday and agreed by all present.

4. **DECLARATION OF PERSONAL INTERESTS** – None.

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

a) Rear of 71-79 Capel Street – Noise and illegal living accommodation. Notification received and forwarded to District Council, that following no-one there during winter months, this has changed and there is a lot of activity again on site. *Action/Resolution: Dover District Council Planning Enforcement and Crime Environment notified and still have a case file open, waiting contact with owners.*

b) Clifftop Café – Now open. An Alcohol Licence Application and Notification of Hearing on 26th April was received and discussed by those present. *Action/Resolution: No members available to attend.*

c) Lighthouse Inn – *Action/Resolution: Details to be forward to District/Ward Councillor to chase Dover District Council Enforcement Officer investigations on empty property status.*

d) Land on Old Dover Road skateboard ramp installation – *Action/Resolution: Now removed.*

6. **PLANNING**

Delay in several applications still waiting Dover District Council decisions.

Action/Resolution: To be clarified with DDC Planning Officer.

a) **Applications**

- 20/01569, The erection of two storey building incorporating 15 apartments (independent living accommodation), communal social areas and associated parking and landscaping, Longships Cauldham Lane Capel Le Ferne CT18 7HG. *Action/Resolution: Waiting Dover District Council granted notification documents on conditions and reserved matters.*
- 22/00043, Reserved matters application for approval of landscaping, layout, scale and appearance pursuant to outline application DOV/19/00669 for of 34 dwellings, Land Between Nos 107 And 127 Capel Street Capel Le Ferne. *Action/Resolution: Waiting Dover District Council confirmation on conditions, reserved matters and landscaping.*
- 22/00143, Erection of a detached dwelling, detached garage with office over, new vehicular access and associated parking, Land Adjoining Cilcain Winehouse Lane Capel Le Ferne CT18 7HU. *Action/Resolution: Waiting Dover District Council decision on conditions and reserved matters.*

Signed Chairperson
16th May 2023

6. **PLANNING a) Applications continued**

- 22/00335, Erection of 2 no. detached dwellings, boundary fence, turning area, new driveway, and associated parking (existing store and green house to be demolished), 127 Capel Street Capel Le Ferne CT18 7HA. *Action/Resolution: Waiting Dover District Council decision on conditions and reserved matters.*
- 22/00832, Amended, Siting of 5no. caravans for residential use with associated vehicle access, parking and landscaping, Capel Court Park New Dover Road Capel Le Ferne CT18 7AZ. *Action/Resolution: Waiting Dover District Council decision on amendment 27.02.23 KCC entrance width change.*
- 22/01694, Erection of a dwelling and detached garage (existing dwelling and garage demolished), 113 Old Dover Road Capel-Le-Ferne CT18 7HT. *Action/Resolution: Waiting Dover District Council decision.*
- 23/00109, Erection of 4 dwellings with associated parking (existing dwelling demolished), 34 Cauldham Close Capel Le Ferne CT18 7HH. *Action/Resolution: Granted Permission.*
- 23/00253, Erection of single storey front, side and rear extensions, Hayburne, 2 Albert Road Capel Le Ferne CT18 7JY. *Action/Resolution: Waiting Parish Council decision.*
- 23/00401, Outline application for the erection of up to 16 dwellings (with all matters reserved except access), Land South of Cauldham Lane Capel-Le-Ferne CT18 7HG. *Action/Resolution: Waiting Dover District Council decision.*
- 23/00448, Erection of single storey rear extensions and extension to garage (extension demolished), 5 Victoria Road Capel Le Ferne CT18 7JS. *Action/Resolution: Waiting Parish Council decision.*
- 23/00467, Erection of single storey rear extension, porch, rooflights, alterations to windows/doors (garage and porch demolished), 8 Alexandra Road Capel Le Ferne CT18 7LB. *Action/Resolution: Waiting Parish Council decision.*

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

Action/Resolution: Plan now sent to Secretary of State for clarification and approval. Unknown time status when this will be available.

7. **DELEGATES' REPORTS**

a) **Neighbourhood Watch**

- Report received from PCSO Sarah Macguiness and circulated. (Page 5).
- Invitation to Dover Police Community Safety Unit Parish meeting on 23rd May. *Action/Resolution: No members available to attend.*
- Playing Field, "No Dogs" under the Public Space Protection Order Act.
Dover District Council Dog Warden has collected and downloaded footage direct from Parish Council computer system for further use on breach of PSPO, overcoming a need for a witness statement. Kent Police have also collected some other footage to investigate reports of an assault. *Action/Resolution: Waiting further news on investigations.*

b) **Play equipment**

- Recreational Facility bi-monthly report circulated. (Page 6)
- A further new CCTV camera is required to overcome time change issue and hard drive upgrade for larger capacity for longer storage time was discussed. *Action/Resolution: Agreed by those present to go ahead with these further installations and obtain an amended quotation.*
- Petanque Court area sanitised. *Action/Resolution: Thanks were expressed to Youngs Ground Maintenance.*
- Replacement saplings planted and tidy at Queen's Green Canopy area carried out, including provision of protective cane tops. *Action/Resolution: Thanks were expressed to Youngs Ground Maintenance.*
- Replacement of junior seat swings required due to general wear and tear. Seat on zip-wire also requires renewal for Health and Safety reasons, due to canine damage. *Action/Resolution: Contact made with Wicksteed contractors for quotation.*

Signed Chairperson
16th May 2023

c) **Highways****Highway Improvement Plan (HIP) –**

- Working Party meeting held with Kent Highways on 11th April to discuss Plan further. *Action/Resolution: Items on Highway Improvement Plan (HIP) discussed. Notes attached for information. (Pages 7 and 8).*

Reported Highway enquiries: Updated.

d) **Traffic Management**

Junction Cauldham Lane/Capel Street/B2011, suggested redesign discussed for future reference.
Lorries on Capel Street travelling to Satmar Lane – *Action/Resolution: Ongoing reports received, including lorries also using Hockley Sole to reach location. More photos forwarded to DDC of lorries on site. Dover District Council Planning Enforcement still have a case file open, pending further investigation.*

e) **Public Rights of Way****Bridleway ER252 (Green Lane)**

- Blockage of Bridleway at London House continues to occur at various times. *Action/Resolution: Waiting Kent County Council PROW Officer investigations on access to bridleway ER252 and also, footpath blocked at Satmar.*

f) **Speed Watch**

- Volunteers, with their dedicated and keen team, continue in force with sessions booked. All results of sessions are available on Parish Council Website LINK: capellefernepc.org.uk
- Publication of sparing 1-2 hours a week to help educate drivers, to consider joining the Capel-le-Ferne Team.

g) **Events**

King's Coronation – Sunday, 7th May. *Action/Resolution:*

- *Final working-party meeting held. (Page 9).*
- *200 Available tickets due to capacity of Hall and possible weather conditions.*
- *Pam Barr and Brian Williams to open event.*
- *Full size King and Queen cut outs available for photos, which will be auctioned off at event end. Vicar's Son available to take photos. Back-drop for photos to be organised by Cllrs. Pilcher and Seager.*
- *Some decoration/set up at Hall on Saturday morning.*
- *Pirate Ship Inflatable – Volunteer helpers' rota arranged in half hour slots with Adults and Police Cadets.*
- *Commemoration mugs and coasters on sale. Mugs £4 each, Coasters £2 each, 4 for £6. Mugs for primary school children, delivery arranged.*

h) **Resilience Plan**

Action/Resolution: Update of Plan ongoing. Offer of services in the event of a crisis required, i.e., own a chainsaw to remove fallen tree blocking road etc.

i) **Capel Cares**

Volunteers offering help, clarified that assistance is required during day time.

Ukraine Refugees – Use of accumulated funding received and held. *Action/Resolution: 3 options being explored for refugees use in another area; either for a particular local event, vehicle usage in emergency or orphanages.*

j) **Grapevine Newsletter and social media**

Thanks were expressed to new volunteer deliverers, taking on routes that had become vacant or reorganised.

k) **Village Hall Management Committee**

Photos supplied of new Farmers' Market stalls – thanks to the Team member for providing.

l) **Training/workshops/seminars**

Received and circulated to Councillors.

Cllrs: Pilcher and Seager attended Planning Conference with several interesting items learnt and talks received on archaeology, biodiversity and 20mph zones.

m) District Councillor Martin Hibbert and County Councillor David Beaney reported summary:

Annual reports given previously at Annual Meeting agenda.

n) Other – None.

8. CORRESPONDENCE

a) Membership subscription for 2023-2024 from Kent Association of Local Councils.

Action/Resolution: Proposed by Cllr. Pilcher, seconded by Cllr. Seager and agreed by all present to renew for essential reasons of; receiving, advice, help and training purposes.

b) Hedgehogs R Us Highway Project

Action/Resolution: No members present, volunteered to organise.

c) Other items received:

List of email items received were circulated as attached. (Page 10).

9. CHEQUES/BACS PAYMENTS

Cheques and BACS payments were approved and authorised as attached. (Page 11).

Proposed by Cllr: Lake, seconded by Cllr: Pilcher and agreed by all present.

Signed by the Chairperson Cllr. Seager, having been confirmed by Clerk/Responsible Finance Officer.

10. MATTERS CONCERNING THE PARISH

a) Councillors' comments

➤ Chairperson personally thanked Gordon Holliday for services to the Parish Council.

b) Approve resolution to discuss any confidential issues – None

11. DATE OF NEXT MEETING

Tuesday, 16th May 2023, at 7.30pm, in the Village Hall, (small hall), Lancaster Avenue, Capel-le-Ferne, CT18 7LX.

12. CONFIDENTIAL ITEMS - None.

The meeting closed at 8.50pm.

Signed Chairperson
16th May 2023



Capel

**Parish Council Monthly update
– April 2023
PCSO 56600 McGuinness**

Welcome to this months update. Below you will find details of recent activity in your area and campaigns that are currently being run by Kent Police alongside our partner agencies.

Contacting Kent Police.

Please remember in an emergency, **always dial 999**

For any non-emergency enquiries, please use The Kent Police website where we have the following

Community focus:

We have been getting several calls about issues with Dogs in the area of Capel. This is being dealt with by the Local Dog Warden and Kent Police (KP). If any of the local residents are having issues, please get them to contact the Local Dog warden and any criminal offences to be reported to Kent Police.

Anti-social behaviour and other incidents of note.

Free text.

19/03 Nuisance call to Cauldham Lane Nuisance Vehicle racing around.

We have received several calls of youths with sling shots, on attending the area the youths at this time have not been located.

Crime prevention and education.

Lock your car

Close the windows and sunroof and lock your vehicle when you leave it.

Use an alarm, immobiliser or steering lock if possible.

Take all valuables with you when you leave your vehicle – thieves know where to look.

Remove portable sat navs and clean suction marks from your windscreen or dashboard.

Don't leave tools or equipment in vehicles overnight.

Park in a garage, in view from your home, or in a busy well-lit area where possible.

Crimes of note:

Free text area.

17/03/23	Other area request to visit an address
18/03	999 Call Capel Street
23/03	Alexandra Rd Assault dealt with by KP
24/03	School Alarm going off. False alarm
25/03	Calls to KP about Firearms shots being heard
29/03	Broken Down Vehicle
01/04	Abandon call 999 Cauldham Lane
04/04	Call to KP male trying to buy Gold in the area Cauldham Lane,
06/04	Assault Capel KP Dealing
07/04	Threats Victoria Rd
08/04	Capel Street, Concern call all in order
11/04	Green Lane, Assault

Signed Chairperson
16th May 2023

Recreational Facility Report							Date Inspected 17/04/23		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
Zip Wire Petanque Court	Wire Tension	✓	N/A	✓	N/A	✓	N/A	N/A	✓
	Running Gear	✓	✓	✓	N/A	✓	N/A	N/A	✓
	Zip Wire Seat	✓	N/A	✓	N/A	✓	N/A	N/A	✓
	Rubber Tyre Stops	✓	N/A	✓	N/A	✓	N/A	N/A	✓
	Ramps and Platforms	✓	N/A	✓	N/A	✓	N/A	N/A	✓
	Support Structures	✓	N/A	✓	N/A	✓	N/A	N/A	✓
	Ground Mats	✓	N/A	✓	✓	✓	✓	✓	✓
	Petanque Court	N/A	N/A	N/A	✓	✓	N/A	✓	✓

Comments

Recreational Facility Report							Date Inspected 17/04/23		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
Surrounds	Youth Shelter	✓	N/A	✓	✓	✓	N/A	✓	✓
	Picnic Tables and Bench	✓	N/A	✓	✓	✓	N/A	✓	✓
	BMX Double Ramp	✓	N/A	✓	X	✓	N/A	✓	✓
	BMX Duck Under Hurdle	✓	N/A	✓	N/A	✓	N/A	✓	✓
	BMX Jump Ramp	✓	N/A	✓	✓	✓	N/A	✓	✓
	BMX Slalom Poles	✓	N/A	✓	N/A	✓	N/A	✓	✓
	MUGA	✓	N/A	✓	✓	✓	N/A	✓	✓
	Petanque court	✓	N/A	✓	✓	✓	✓	✓	✓
	Litter Bins	✓	N/A	✓	N/A	✓	N/A	✓	✓
	Village Hall Defibrillator	Batteries end date			07/02/28	Check Unit	✓	Pad Expiry 28/01/28	
	Shop Defibrillator	Battery end date			01/10/26	Check Unit	✓	Pad Expiry 19/06/25	

Comments

BMX DOUBLE RAMP Surface worn on double ramp but not serious.

Recreational Facility Report							Date Inspected 17/04/23		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
Skate	Beatrice Rd end Ramp	✓	✓	✓	X	✓	✓	✓	✓
	Centre Ramp	✓	✓	✓	✓	✓	✓	✓	✓
Park	Elizabeth Drive end Ramp	✓	✓	✓	X	X	✓	✓	✓
	Grind Rail	✓	✓	✓	✓	✓	✓	✓	✓
	Bench	✓	✓	✓	✓	✓	✓	✓	✓
	Perimeter Fence	✓	N/A	✓	N/A	✓	✓	✓	✓

Comments

Some graffiti to the north side of ramp

Some delamination evident on end ramps.

Recreational Facility Report							Date Inspected 17/04/23		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
Outdoor Gym Equipment	Step Up & Treadmills	✓	✓	✓	✓	✓	✓	✓	✓
	Pull Down & Shoulder Press	✓	✓	✓	✓	✓	✓	✓	✓
	The Bench	✓	✓	✓	✓	✓	N/A	✓	✓
	Junior Recumbent Bike	✓	✓	✓	✓	✓	N/A	✓	✓
	Senior Recumbent Bike	✓	✓	✓	✓	✓	N/A	✓	✓
	Hand Bike	✓	✓	✓	✓	✓	N/A	✓	✓
	Leg Press	✓	✓	✓	✓	✓	✓	✓	✓
	Junior Cross Trainer	✓	✓	✓	✓	✓	N/A	✓	✓
	Senior Cross Trainer	✓	✓	✓	✓	✓	N/A	✓	✓
	Senior Fitness Bike	✓	✓	✓	✓	✓	✓	✓	✓
	Junior Fitness Bike	✓	✓	✓	✓	✓	✓	✓	✓
	Chest Press	✓	✓	✓	✓	✓	✓	✓	✓
	Seated Row	✓	✓	✓	✓	✓	✓	✓	✓
	Leg Press & Oblique	✓	✓	✓	✓	✓	✓	✓	✓
	Welcome Sign	✓	N/A	✓	N/A	✓	✓	✓	✓

Comments

Recreational Facility Report							Date Inspected 17/04/23		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
Childrens Play Area	Roundabout	✓	✓	✓	✓	✓	N/A	✓	✓
	Toddler Swings	✓	✓	x	✓	✓	N/A	✓	✓
	Junior Swings	x	✓	x	✓	✓	N/A	✓	✓
	Alpine Crossing	✓	✓	✓	✓	✓	N/A	✓	✓
	Multiplay	✓	✓	✓	✓	✓	N/A	✓	✓
	Balance Bar	✓	✓	✓	✓	✓	N/A	✓	✓
	Giant Steps	✓	✓	✓	✓	✓	N/A	✓	✓
	Perimeter fence	✓	N/A	✓	N/A	✓	✓	✓	✓
	Mystical World Unit	✓	N/A	✓	✓	✓	N/A	✓	✓

Comments

Some corrosion treatment needed on Junior swing frame and nuts on one Toddler swing seat. Too be carried out in the Spring.

Seats need replacing on junior swings

Signed Chairperson
16th May 2023

Highway Improvement Plan, Virtual Meeting held on Tuesday, 11th April 2023**Present:**

Kent Highways: Lezanne César - Community and Engagement Team Leader (Dover and Thanet).
 Parish Councillors: Keith Pilcher and Philippa Seager, together with Parish Clerk.

The meeting, held via Teams online, on 11th April 2023, with Kent Highways, progressed the items on Capel-le-Ferne Highway Improvement Plan (HIP).

All priorities on the Plan (HIP) were discussed fully, with the following **Actions/Resolutions:**

Priority 1

Speed limit 30mph outside Greenview Nursery, but only 20mph outside Capel Primary School.

Actions/Resolutions:

This priority was now resolved, with the following carried out; 30mph road roundels refreshed; Slow markings on road refreshed; School warning sign reinstated.

Priority 2

Installation of footways, in Capel Street located North of Primary school.

Actions/Resolutions:

- Lezanne (Highways), to provide location of where boundaries are for footpaths/highway and which is Kent Highway owned land, School to Winehouse Lane.
- Pending planning application 107-127 Capel Street, will be monitored until application is progressed further.

Priority 3

Double yellow lines at all junctions connecting to B2011.

Actions/Resolutions:

- Length deemed by Highways for “corner protection” double lines, is a minimum of 10 metres.
- On checking projects in other areas, lines across driveways seemed to happen. Lezanne (Highways), to clarify the lines across driveways position.
- More than 6 objections received from public would result in more administration charges on Traffic Regulation Order (TRO) application. This could make the project a non-cost effective one.
- Parish Council to send out a further consultation letter to reflect above and provide further feedback accordingly.

Priority 4

Vehicles still speeding through the village. Installation of Speed Indicator Devices in Capel Street and New Dover Road (B2011).

Actions/Resolutions:

- Lezanne (Highways), will find out more information on exactly what Kent Highway’s reasoning is behind the response, that the devices are not used in 20mph zones.

Priority 5

Victoria Road, Lancaster Avenue and Alexandra Road - request of drop kerbs for mobility access. This is for route from B2011 to Village amenities at Playing Field and Village Hall, (both in Lancaster Avenue) and Primary School in Capel Street.

Actions/Resolutions:

- Online location undertaken as to the position dropped kerbs required. After ascertaining and noting these, the following was determined; 2 pairs of dropped kerbs at junction Victoria/Alexandra Road; 2 pairs of dropped kerbs in Lancaster Avenue; 2 pairs of dropped kerbs at junction Avondale/Beatrice Road.
- Cost implications of approximately £1,000 per pair (Total £6,000), with Kent Highways contribution of providing one of the pairs. Cost to Parish Council approximately £5,000.
- Lezanne (Highways), to take this project suggestion to the Highways Planning and Advice Team.

Summary

Kent Highways and Parish Council to make more determined decisions of what type of Traffic Management can be implemented and the costings for these, which will depend on financial constraints.

Signed Chairperson
 16th May 2023

CAPEL-LE-FERNE PARISH COUNCIL

Clerk to the Council
Maureen Leppard

Website:
<https://www.capellefernepc.org.uk/>



39 Victoria Road
Capel-le-Ferne, Folkestone, Kent. CT18 7LT

Tel: 01303 259564
Email: clerkcapellefernepc@btinternet.com

April 2023

Dear Sir/Madam,

Capel Parish Council recently published an intention to consider applying for a Traffic Regulation Order (TRO), for Double Yellow Lines to be installed on side roads where they meet New Dover Road.

The feedback from Capel residents indicated that many were in favour of double yellow lines, but some residents voiced concerns about the lines being 50 metres in length, so preventing them parking in front of their property.

On Tuesday the 11th April, the Parish Council's Highways Improvement Plan working party had a virtual meeting with Kent County Council (KCC) Highways. KCC referred to the double yellow lines at the junctions as, "Corner Protection", the lines would be 10 metres in length from the junction (*just over 2 car lengths*) and not 50 metres as previously stated.

Whilst the Parish Council appreciate that in some cases the lines may cross residents' driveways, but on balance, feel that the introduction of the lines would improve road safety at the junctions.

However, KCC Highways would need to carry out a survey of each junction to determine whether Double Yellow Lines would be suitable.

Once again, the Parish Council would welcome your views on this subject.

Please put your comments in writing to The Clerk for the Council,
By post to: 39 Victoria Road, Capel. CT18 7LT
or by email to: clerkcapellefernepc@btinternet.com

Yours faithfully

Capel-le-Ferne Parish Council

Signed Chairperson
16th May 2023

King Charles III Coronation Party

Minutes for the meeting held on the 17th April 2023

Present: Philippa Seager (PS), Cherry Leppard (CL), Lisa Alfsdotter (LA), Brian Williams (BW), Pam Barr (PB), Sally Cooke (SC), Keith Pilcher (KP).

- **Documents for DDC** – DDC have now acknowledged our documents, they requested sight of Public Liability Insurance. The PC and Inflatable Company documents have been sent.
- **Village Hall ticket distribution** – To date 107 tickets have been distributed. A volunteer would be asked to manage entry to event. 10 tickets to be set aside for volunteers. PS, Clerk (ML).
- **Start and finish times** – Volunteers to be asked to be on site from 09.30 am on the day, a list of tasks to be drawn up. Volunteers managing the inflatable to be on site by 11.30 am. Brian and Pam to open the event at 12.30 pm. The event will terminate at 15.00 pm. A list of volunteers to be requested from Maureen. KP
- **Table layout plan** – Measurements to be taken for main and small hall for best layout, additional new chairs are on order. It was decided not to use outside space as overflow seating. KP
- **Hire of a portable PA system** - Matt Curtis has been notified. PS to be MC.
- **Coronation Cake** – WI Ladies now getting ingredients and will send the receipt to ML Additional tray bakes to be done by Gillian Howey and Philippa Seager. Collection of the Coronation cake to be arranged. Flowers to be arranged around cake. SC, PB, PS
- **Live Music, Fish and Chips Van and inflatable company** – Vendors to be reminded of start and finish times. KP
- **Kitchen** – Village Hall to provide hot and cold drinks. SC, CL.
- **First aiders** - Jan Henry to provide First Aid cover.
- **Management of Inflatable** – Police Cadets with adult assistance to manage inflatable. The ATC also offered assistance, but it was decided that the Police Cadets would provide enough cover. A rota is to be drawn up for inflatable management. KP
- **Payments on the day.** Payment for Band £250 and inflatable £175 on the day. ML
- **Competitions and prizes** – School and Pre-school have been asked to participate. Judging and prizes to be organised. PS, PB
- **Souvenir mugs and coasters** – These will be on sale on the day in room 101 alongside the cardboard cut-outs of King and Queen. Brian to ask his son to assist guests with taking photographs.
- **Decorating the village hall** – Hopefully bunting can be hung in the hall in advance, Sally to check bookings. KP and PS to hang bunting outside the hall on Friday 5th May.
- **Table decorations** – Some have been purchased and others being made. Table coverings to be cut in advance. Balloons to be blown up in advance if possible. PS, PB, KP.
- **Auctioning of King and Queen** – The cardboard cut-outs to be auctioned separately at the end of the event. PS
- **Car parking arrangements** – VH car park for Vendors vans and disabled parking only. Volunteer to manage parking. Signage and ramp to be provided by VH. SC
- **Expenses allocated by PC £2000** – An expenses spreadsheet to be drawn up.

Final Meeting Monday 15th May 7.00 pm

AGENDA item 8



Other items received

1. KALC Annual Subscription Renewal
2. Notice of Election
3. Hedgehogs R Us
4. ElanCity – Radar Speed Signs
5. Viking April Sales brochure













Signed Chairperson
16th May 2023

Associated Documents for Tuesday, 18th April 2023**Emails, Brochures, magazines, etc., correspondence items.****AGENDA item 8**

(List of email items received attached and/or previously forwarded). Due to a vast number of emails received and to save paper, if Councillors require any of them, please contact Clerk and relevant emails will be forwarded on).

Kieran Wells	geViews - Spring and Coronation Ideas?	14/04/23 09:56
White Cliffs Engraving	New Products 2023	13/04/23 17:15
Andrew Judd 46059727	NHW Message - Manslaughter charges following deaths in the English Channel	13/04/23 07:42
CLlr-Martin Hibbert	FW: Largest number of new council homes in a generation is being delivered by DDC	02/04/23 19:26
National Association of Local Councils	 UTILITY AID	30/03/23 10:05
Neighbourhood Alert	You are invited to Coordinator Tools and Member Area - Walkthrough event [#95186355]	28/03/23 15:05
sue.vincent.extern@rwe.com	North Falls Statement of Community Consultation published	27/03/23 16:46
Aidan Ainsley	Grass Pitch Improvement Funding for Town & Parish Councils	22/03/23 13:38
Julie Oliver	Are you looking for performers for your outdoor community event?	21/03/23 17:06
Office Admin	Titan New Lifts - Access Brochure	21/03/23 14:14
Neighbourhood Alert	March VOLUNTEERS NEWS - for Neighbourhood Watch volunteers [#92395389]	20/03/23 18:34
Lloyds group	Fwd: A bench fit for a King  - Our new King Charles III Coronation Bench	20/03/23 11:18

FORWARDED

→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	14/04/23 10:06
→ Andrew Judd 46059727	NHW Message - Proceeds of Crime Team recovers nearly £2m in 2022/23	13/04/23 13:44
→ Laura Dyer	KALC NEWS APRIL 2023	13/04/23 11:15
→ Tricia Casey-Green	KALC Event Alert - Managing Difficult People and Conversations	13/04/23 10:42
→ Laura Dyer	Kent Police Community Engagement Event - 26 April 2023	13/04/23 10:32
→ National Association of Local Councils	 NALC NEWSLETTER	12/04/23 11:15
→ National Association of Local Councils	 NALC EVENTS	11/04/23 10:00
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	06/04/23 15:16
→ National Association of Local Councils	 NALC NEWSLETTER	05/04/23 10:03
→ National Association of Local Councils	 NALC EVENTS	04/04/23 10:04
→ Tricia Casey-Green	Join KALC for Our Events in April	03/04/23 11:53
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	31/03/23 15:06
→ National Association of Local Councils	 NALC NEWSLETTER	29/03/23 10:00
→ Laura Dyer	Great Big Green Week Fund	28/03/23 12:26
→ National Association of Local Councils	 NALC EVENTS	28/03/23 10:02
→ National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	24/03/23 14:31
→ National Association of Local Councils	 NALC NEWSLETTER	22/03/23 10:03
→ National Association of Local Councils	 NALC EVENTS	21/03/23 10:09

Signed Chairperson
16th May 2023

INCOME/EXPENSE 18.04.23. To be confirmed and agreed**AGENDA item 9**

Date	To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS		Cheque, BACS, DD, SO		BANK A/Cs	Reconciled
	Brought Forward					53,890.15					
22.03.23	Party Packs Limited	King's Coronation items	161.98	32.32	194.30		R	BACS			
22.03.23	Maureen Leppard (Amazon)	King's Coronation items (medals)	66.45	13.25	79.70		R	BACS			
22.03.23	Philippa Seager	King's Coronation items	15.18		15.18		R	BACS			
24.03.23	British Red Cross	Donation Turkey/Syria	53.76		53.76		R	BACS			
24.03.23	Air Ambulance	Donation	300.00		300.00		R	BACS			
27.03.23	Information Commiss:	Data Protection Fee	35.00		35.00		R	BACS			
28.03.23	Staff	Expenses: Broadband & Energy	25.00		25.00		R	SO			
29.03.23	Harmer Landscapes	Grounds Maintenance	612.50	122.50	735.00		R	BACS			
30.03.23	Dover District Council	Rent for Playing Field	11,250.00		112.50		R	BACS			
31.03.23	Nat West	Interest	44.55			44.55	R	INT			
02.04.23	Dover District Council	Grapevine Printing April	550.00		550.00		R	BACS			
11.04.23	Dover District Council	Precept 2023-2024	47,993.00			47,993.00	R	BACS			
03.04.23	Kent Cables	Monthly Contract	37.50	7.50	45.00		R	DD			
04.04.23	Capel Cares	Mugs and Coasters	220.00			220.00	R	BACS		Cash/Chq in Hand	5.06
04.04.23	Resident	Donation Ukraine	10.00			10.00	R	BACS		Reserve A/c	98,200.12
06.04.23	Philippa Seager	King's Coronation items & Gift	28.49		28.49		R	BACS		Current	997.30
11.04.23	Kent Cables	Monthly SIM	20.00	4.00	24.00		R	DD		Project	781.29
13.04.23	StreetZ 2 StreetZ	Advert	18.00			18.00	R	BACS			99,983.77
18.04.23	Staff	Salaries March	580.00		580.00			BACS		Less Un-Reconciled	586.00
				179.57	2,777.93	102,175.70					
						99,397.77					99,397.77

<i>B/FWD £825.05</i>	<i>Expenses (Red Cross) £53.76</i>	781.29
<i>Ukraine Income £10.00</i>	<i>Ukraine Balance £781.29</i>	
<i>Balance in hand</i>		98,616.48
TOTAL		99,397.77

Signed Chairperson
16th May 2023