

CHILHAM PARISH COUNCIL

Minutes of the Council Meeting held at Chilham Village Hall on 4th October, 2007 at 7.30pm

Present: Cllrs J.Adams, M.Barbrook, D.Kennett, R.Marsh, A.Ralph, Cllr M.Sansom, R.Taylor(Vice Chairman), Y.White

Apologies: E.Taylor(Chairman), Borough Cllr J.Marriott

In Attendance: Mr G Dear (Clerk), 1 member of the public

10/1 Chairman

In the absence of Cllr E Taylor, Cllr R Taylor was elected chairman for the meeting.

10/2 Minutes of the meeting held on 6th September 2007

The minutes were then signed as a true record.

10/3 Matters arising from the Minutes

(9/2) PACT Meeting

This has been arranged for Thursdays 18/10. Both PC Barney and Community Warden MacMahan can attend.

(9/2) OWL Play Area – repair to wetpour area

Abacus – the Playdale wetpour contractor – have visited the play area to assess materials required and are expected to do the repairs within the next 2 weeks under guarantee.

Clerk to email a strong complaint to Playdale concerning their delays in resolving this

(9/2) OWL Basketball

Cllr White referred to the report issued with the agenda and it was agreed a proposal on next steps should be considered at the next meeting.

Cllr White to provide clerk with agenda item for next meeting

(9/7) Litter Picker

The clerk has meet the litter picker and agreed that he would receive weekly text messages of dates and times of cleaning duties.

The clerk was asked to contact the Litter Cleaner and remind him to wear his high-vis jacket at all times

(9/8) Appearance of Taylors Hill car park

The clerk has contacted ABC and Chilham Future Board and is awaiting feedback.

(9/8) Delivery vehicles in the Square

Cllrs Adams had requested that this suggestion is included in an edition of the parish magazine.

(9/8) Buzzlines coach in the square

Kent Highways Transportation team will put forward a bid for funding to amend the Traffic Regulation Order for The Square and surrounding area for implementation next financial year 2008/09. This scheme will have to compete for funding against other schemes and they will inform us in due course if it has been successful. They have advised how we should go about the implementation of planters as width restrictions and the same would apply to planters / railway sleepers to control parking / improve pedestrian safety.

Both issues passed to Roads & Transport Committee to progress with Kent Highways Transportation team.

(9/9) Open Forum

Cllrs Adams was asked to implement this proposal through the communications sub-committee.

(9/9) Reserving part of each noticeboard for parish council use

Cllr Kennett has spoken to Mr P Wead re the Chilham noticeboard, Cllr R Taylor was monitoring the noticeboards in OWL and the Nook, Cllr Ralph was monitoring the Shottenden noticeboard.

The clerk was asked to provide a laminated note explaining that the noticeboards were owned by the parish council and priority would therefore be given to parish council notices.

(9/10) KCC Grants

The clerk has emailed Cllrs E Taylor and R Taylor with details of the application process for these grants.

(9/12) Kent Downs AONB Unit – Kent Downs AONB Management Plan Review – request for feedback

Cllr E Taylor had not been able to complete the questionnaire

(9/12) CPRE response to consultation on the current Planning White Paper

The clerk has completed and posted the CPRE response postcard as requested

(9/12) RoSPA – Play Area Safety Inspection Report

Cllrs Marsh and Sansom to propose action required at the November meeting

(9/12) KCC – Annual Plan – Booklet and CD

Brief synopsis from Cllr Sansom to be issued with the minutes

(9/12) Govt office for the south-east – The South East Plan – Publication of Panel Report

Cllr Ralph to review and report back

(9/12) KCC – Ashford Local Bus Service Study – Request to complete questionnaire

Cllr Barbrook had completed the questionnaire

Clerk to forward to ABC

(9/12) Mr Poole – Letter suggesting that recycling credits are used to promote energy

Cllr R Taylor had met Mr Poole to follow this up

10/4 Declarations of Interest

Cllr White registered her interest in planning application 07/01734/AS and did not vote.

10/5 Code of Practice

The council adopted the Model Code of Conduct for Members including paragraphs 7(1)b and 12(2), effective immediately.

Clerk to notify ABC monitoring officer

10/6 Planning.

Decisions received from Ashford:-

07/00134/AS 4/5 Church Hill, Chilham

T1 Ash – Total section fell, treat stump with chemicals; T2 Sycamore – Crown lift, dead wood, crown clean

NO OBJECTIONS

07/00135/AS Deepwell House, Chilham Castle Estate, Chilham

T1 Leyland Conifer, T2 Leyland Conifer and T3 Spruce – Section fell

NO OBJECTIONS

06/00422/AS Chilham Saw Mills, Ashford Road, Chilham

Employment development comprising 4,125 sq metres of office and light industrial development (within use class B1) access parking servicing and associated works

GRANTED WITH CONDITIONS

07/01309/AS Hawley Cottage, Selling Road, Old Wives Lees

Demolition of existing dwelling and garage, and erection of replacement dwelling and detached garage

WITHDRAWN AT THE APPLICANTS REQUEST

07/01506/AS Rusbur, Shalmsford Road, Chilham

Loft conversion incorporating front dormer window and roof extension

GRANTED WITH CONDITIONS

06/01905/AS Dane Court Farm, Canterbury Road, Chilham

Change of use and alterations of agricultural buildings to form class B1 office / light industrial uses, B8 storage use and holiday accommodation

GRANTED WITH CONDITIONS

Applications Considered:-

150.1/12 Herons Close, Chilham

To crown lift to 6m in height 15 x Lime (T1-T15) and 1 x Horse Chestnut (T16); to fell 1 x Elm

NOTIFICATION TO CARRY OUT WORK TO TREES IN A CONSERVATION AREA - FOR INFORMATION ONLY

07/00158 Beech House, Hambrook Lane, Chilham

To fell 3 x Conifers (T1-T3) and prune 1 x Flowering Cherry

SUPPORT

07/01618/AS 2 Cork Farm Cottages, Long Hill, Chilham
Change of use of 8m wide strip of land from agricultural to residential cartilage, construction of a timber framed garage and store and a garden room
SUPPORT

07/01648/AS Telecommunications Mast adjoining station, Station Approach, Chilham
Retrospective application for replacement 15 metre telecommunications mast
SUPPORT

07/01734/AS Hawley Cottage, Selling Road, Old Wives Lees
Demolition of existing dwelling and garage, and erection of replacement dwelling and detached garage (amended application)
SUPPORT

Improving the quality of planning decisions

The following proposal from Cllr Adams was approved.

All planning applications considered by the Council are done so with reference to the Chilham Village Design statement (VDS) to ensure all decisions are reached without prejudice and relevant requirements are met.

Clerk to ensure all Cllrs have a copy of the Chilham VDS

Improving the process for planning decisions

The following proposal from Cllr Adams was approved.

All Cllrs on the net would review planning applications prior to each meeting using the ABC website.

All Cllrs not on the net would review paper copies of planning applications circulated by the clerk.

As a result it may not be possible to review planning applications received less than 1 week prior to the meeting.

Clerk to provide Cllrs on the net with details of the ABC website

10/7 Finance

The Clerk gave the financial report which has approved. The second instalment of the precept and concurrent functions grant had been received from ABC.

The following payments were agreed:

928	G Dear	Clerk to 31-08-07	253.18
929	G Dear	Expenses - Aug 2007	124.55
930	G Davies	Cleaner to 04-10-07	113.10
931	HM Revenue & Customs	Income Tax	619.96
932	KAPC	Cllrs Info day course	64.63

Total Payments 1,175.42

A transfer of £6000.00 into the instant access deposit account was approved.

10/8 ABC State of the Borough debate

It was agreed that the chairman should take the following issues to this debate:

1. Concern over continuing availability of the KCC Community Warden and the constraints imposed by the low mileage allowance
2. Poor police presence in the parish
3. Lack of policing on speed limits
4. Lack of policing to prevent use of Bagham Lane when not for access only

The Clerk was asked to contact ABC to find out whether other representatives could accompany the chairman to this debate.

10/9 Highways

Hedges & Verges sub-committee

An initial tour of the parish had been completed and a meeting with the Kent Highways maintenance engineer set up to discuss areas of concern.

10/10 Meetings

KAPC Ashford Area

Cllr R.Taylor referred to the report issued with the agenda.

OWL Village Hall

Cllr R.Taylor referred to the report issued with the agenda.

Cllr R Taylor to raise the issue of repairing the fencing around the mission hall.

Chilham Future Board

Cllr R.Taylor referred to an email from Cllr E Taylor.

Clerk to issue copy of email with the minutes

Police and Parish Forum

Clerk to issue copy of email from P Wead with the minutes

Councillors Forum

Cllr R Taylor argued that it was important to provide cllrs with an opportunity to sit in a relaxed atmosphere and discuss any items they wished without an agenda.

The following proposal from Cllr R Taylor was approved.

A Councillors Forum (in the form of a subcommittee of all councillors) is held once a year prior to setting the precept so that items can be raised, discussed and prioritised for inclusion in the budget for the following year.

Cllr Sansom agreed to host this years meeting on 31st October and 730pm.

10/11 Village Reports

Shottenden and Old Wives Lees

Nothing to report.

Chilham

Cllr Ralph complained about the severity with which EDF had cut back and disfigured a Yew tree at Denmark House. This view was supported by a local tree surgeon and ABC.

Clerk to email EDF and ask them to explain their actions

10/12 Correspondence

10/6 Kent Police – Neighbourhood Policing - request to indicate preferred means of engagement

Clerk to add item to agenda of PACT meeting on 18th October

10/ 9 ABC – LDF Core Strategy Document – Community Workshops – briefing note explaining and requesting confirmation of interest

Clerk to complete confirmation slip and pass to Planning Committee (Cllr Kennett) in preparation for next step

10/ 10 Kent BCTV – Kent Tree Warden Scheme – request for contribution towards running costs

Clerk to raise payment of £100 for approval at November meeting

10/ 14 ABC – Parish Forum – 3rd October – Agenda

Clerk had passed to Cllrs Ralph and R Taylor

10/ 19 KAPC - KCC Post Office Campaign – notification of online petition and questionnaire

Cllr White to complete on behalf of parish council

Cllr Adams to arrange for notices in Parish Mag / KM / noticeboards encouraging parishioners to participate

10/ 20. Kent Highways - PIPKIN Schemes - JTB Report

Clerk had passed to Roads and Transport Committee (Cllr Ralph) for info

10/ 22 Environment Agency – Southern Region – River Basin Planning – newsletter and ‘Get Involved’ leaflet

Cllr Kennett to review and decide if we need to ‘get involved’

10/ 23 KCC – request for details of street lighting owned by the parish

Clerk to respond – we don’t own any street lighting

10/ 25. Kent Highways – September Newsletter

Clerk had passed to Roads and Transport Committee (Cllr Ralph) for info

10/ 29 KAPC – Ashford Area – minutes of general meeting on 26 September

Clerk to pass to Cllrs Ralph and R Taylor

10/ 30 Alan Millar – Parking in Square – request for clarification

Clerk had provided clarification of parking restrictions and legal standing of private no parking signs

10/ 32. Francisca Crommelin – suggestions for square layout

Clerk had acknowledged suggestions and provided an update on discussions with Kent Highways

Clerk to forward to Roads and Transport committee

10/ 33 Kent Highways – notification of road closures to Stone Stile Lane, Rhode Common Road, Perrywood Road and The Street, Selling
Clerk had distributed to Cllrs

10/ 34 KAPC – Wyevale Garden Centre – large quantity of wood available for bonfires
Clerk to arrange for information to be included in parish mag / KM

10/13 Date of next meeting

1st November, 2007 Chilham Village Hall
715 for 730

PLEASE NOTE: All actions are recorded in *italics*.