

CHILHAM PARISH COUNCIL

Minutes of the Council Meeting held at Old Wives Lees Village Hall on 6th December, 2007 at 7.30pm

Present: Cllrs D.Kennett, R.Marsh, A.Ralph, M.Sansom, E.Taylor, R.Taylor(Chairman)

Apologies: Cllrs J.Adams, M.Barbrook, Y.White

In Attendance: Mr G Dear (Clerk) , Borough Cllr J.Marriott, 1 member of the public

12/1 Election of Chairman

Cllr R Taylor was elected chairman unopposed and signed the acceptance of office undertaking.

The election of vice-chairman was deferred until the January meeting.

12/2 Minutes of the meeting held on 1st November 2007

After one amendment to remove the words “*Cllr R Taylor to submit agenda item for December meeting* “ from paragraph (10/10) OWL Village Hall under Matters Arising, the minutes were signed as a true record.

12/3 Matters arising from the Minutes

(11/2) Litter Picker

ABC had advised the clerk that we were currently receiving the maximum cleaning grant.

The clerk had warned the litter picker of councillors concerns re increased sightings of litter.

The litter pickers contract had been circulated to cllrs.

(11/2) RoSPA – Play Area Safety Inspection Report

Cllrs Marsh and Sansom to propose action required

The clerk was asked to obtain another copy of the RoSPA report.

Cllr Marsh was asked to review the action required to address issues raised in the RoSPA report (this action is required or our insurance will be invalidated) and propose a course of action at the January meeting.

(11/2) Govt office for the south-east – The South East Plan – Publication of Panel Report

Cllr Ralph to review and report back

Update required from Cllr Ralph

(11/2) Chilham – Yew tree at Denmark House

EDF will keep the clerk informed regarding next steps.

Brockwell Forestry have been given the go ahead to do the remedial work on the Yew tree and plan to do this before Christmas, they have offered the parish 2 native trees as compensation

Clerk to advertise the offer of 2 trees thru KM village news and the Parish News for suggestions of type of tree and location.

(11/5) Planning Application for Windermere, Pilgrims Lane, Chilham

ABC had confirmed that neighbours in Pilgrims had been consulted.

(11/5) Planning Application for Woolpack
KCC had confirmed that signage would be appropriate and not excessive and that there would be further consultation when more detailed plans are available.

(11/7) OWL Basketball

Cllrs White, Kennett, Marsh, Sansom and R Taylor had visited Latin field to check the feasibility and community support for a suggestion from Cllr Marsh to re-site the basketball goal without moving the football goals – see item under 12/9 Latin Field.

The clerk had checked the lease and confirmed with ABC that the parish council is responsible for insurance and that we have the required insurance.

(11/9) PACT

The clerk had distributed an explanatory leaflet provided by Kent Police with the minutes. Update required from Cllrs re their contact with parishioners on the list to find out if they were interested in sitting on the panel – see item under 12/7 PACT.

(11/11) DEFRA – Ways to tackle climate change brochure

Brochure forwarded to CEPS.

(11/11) ABC – Smokefree Legislation

Clerk had arranged for adhesive no smoking signs to be displayed in parish bus shelters

(11/11) English Rural Housing Association (ERHA) – Annual Report

Clerk had passed to planning committee for information re local needs housing

(11/ 11) ACR Kent – Rural Housing Site Search Comments

Planning Committee to respond with comments – see item under 12/5 Planning

(11/ 11) Gill Scofield – request for dog fouling signs on entrances to OWL Green

Clerk had obtained estimates for signs to be placed on all entrances to OWL green plus 2 on the bollards. – see item under 12/6 Finance.

(11/ 11) ABC – Recreation and Open Space in Ashford Borough – request for help gathering information

Clerk had completed questionnaire and returned to ABC – copies of questionnaire forwarded to planning committee, chairman and vice-chairman for information

12/4 Declarations of Interest

Cllr Ralph expressed an interest in the item Accident on A252 near Dane Street raised under Highways.

12/5 Planning.

Decisions received from Ashford:-

Application No. 07/00185/AS

Stableside, Hambrook Lane, Chilham

T1 Tulip, T2 & T3 Cypress & T4 Magnolia – Reduce height

NO OBJECTION

Application No. 04/01202/AS
Bowerland Farm, Bowerland Lane, Old Wives Lees
Renovation of oast/barn into single residential home to serve family of working farm
APPROVAL OF AMENDED PLANS

Application No. 07/01648/AS
Telecommunications Mast adjoining station, Station Approach, Chilham
Retrospective application for replacement 15 metre telecommunications mast
GRANTED

Application No. 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)
WITHDRAWN AT APPLICANTS REQUEST

Application No. 07/01793/AS
St Marys CofE Primary School, School Hill, Chilham
To demolish a derelict and redundant outdoor toilet block, formerly an air raid shelter and construct a new single storey multi-purpose building for staff, and relay tarmac paving
NO OBJECTION
(NB: PERMISSION GRANTED BY KCC)

Applications Considered:-

Application No. TC/Chilham (for information only)
Taylors Hill Car Park, Chilham
To re-coppice 4xHazel (T1,T3,T5&T6); to crown lift to 6m height 2xSycamore (T2&T4); to crown lift to 4m height 1xBeech (T7); & crown lift to 6m height 3xBeech (T8,T9&T10)

Application No. 07/01830/AS (Amended)
Chilham Park, Chilham Castle Estate, Chilham
Installation of floodlights on riding school
SUPPORT

Application No. 07/02000/AS
The Star Inn, Selling Road, Old Wives Lees
Single storey side and rear extensions
Cllr R Taylor made a representation regarding this application and then left the room and did not vote.

SUPPORT with the following comments:-

- 1) There should be sound proofing to prevent undue noise.**
- 2) There should be a kitchen filter to prevent undue cooking smells.**

Application No. 07/02159/AS
Chilham Pumping Station, Mill Lane, Chilham
Installation of new potable water pipeline from Howfield Pumping Station to Chilham Pumping Station (Subject to an Environmental Impact Assessment)
SUPPORT

Planning Committee response to Rural Housing site search comments

The Planning Committee were asked to meet to agree the feedback required and then notify the clerk who would pass this feedback to ABC.

Next steps following the LDF community workshop

The clerk was asked to give the following feedback to ABC:

- 1) The workshop was well organised*
- 2) An open invite to the parish would have produced a more representative attendance*
- 3) There were uninvited attendees*

12/6 Finance

The Clerk gave the financial report which has approved.

The following payments were agreed:

939	G Dear	Clerk to 30-11-07	667.56
940	G Dear	Expenses - Nov 2007	255.63
941	G Davies	Cleaner to 03-01-08	162.56
942	Capability Gray	OWL Maintenance-Nov	75.00
943	Groombridge	Grass cutting-Nov	218.55
944	N Williams	Noticeboard repair	50.00
945	KAPC	Expenses – AGM	7.50

Total Payments 1,436.80

A transfer of £1400.00 from the instant access deposit account was approved.

The clerk reported that expenditure would need to be closely monitored for the rest of the year until end March. A projection of expected expenditure suggested there was only £1150 available for special projects.

The finance committee would meet again in December to finalise the budget for 2008/9 and set the precept.

Proposed expenditure of £50 for Dog Signs on OWL Green was approved.

12/7 PACT

It was decided to defer this item until the January meeting.

The clerk was asked to re-distribute the leaflet from Kent Police to remind them of the PACT objectives so they could consider candidates to be contacted regarding sitting on the panel.

12/8 Train Service

It was decided that Cllr Sansom would be the PC representative. The immediate priority was to attend the following meetings:

- 1) MP Damian Green meeting at Bethersden on 7Dec at 5pm with Boro Cllr Marriott
- 2) Stakeholder meeting planned for January with Boro Cllr Marriott
- 3) DfT meeting requested by CEPS

The clerk was asked to write a letter on behalf of the council to DfT and South Eastern Trains.

The clerk was asked to contact parish clerks at Chartham and Wye with a view to a combined response.

12/9 Latin Field

OWL Basketball

Cllr White was given the go ahead to arrange a meeting to assess community support for this initiative.

Public Seat and Swings

It was decided to defer these items until the January meeting.

12/10 Litter Picker

An advert proposed by the clerk was approved.

The clerk was asked to place the advert on village noticeboards and arrange for the vacancy to be included in KM village news and the Parish News.

12/11 Highways

Cllr Ralph reported on progress made by the Hedges and Verges sub-committee and also the Roads and Transport committee work on an interim layout for the square.

Cllr Sansom was asked to submit a brief report on the fire engine experiment in the Square to the KM after clearing the content with the chairman.

Accident on A252 near Dane Street

The clerk had received an email from Cllr Ralph describing another accident on the bend in the A252 near Dane Street. After giving a brief description of the accident and suggestions on how the situation could be improved Cllr Ralph had no further involvement in the debate.

The clerk was asked to raise the issue with Kent Highways and request action be taken to prevent further incidents.

12/12 Meetings

KAPC AGM

Cllr Ralph had distributed a brief report with the agenda.

Chilham Village Hall AGM

Cllr Ralph had distributed a brief report with the agenda.

Chilham Parish Recreation Ground Trust

Cllr Ralph had distributed a brief report with the agenda.

12/13 Village Reports

Police

The clerk had received an activity report from PC Alison Barney describing incidents attended during November. The number of incidents in OWL had reduced dramatically since letters were sent to 5 families involving 7 children regarding their antisocial behaviour. The next visit from the mobile police station would be on 17th January.

12/14 Correspondence

12/10 Kent Highways – Invitation to PC chairmen to attend PIPKIN presentation on 10th January

Passed to chairman.

12/17 Open Spaces – Appeal for registering new greens – request for donation

Decided not to donate

12/27 KCC – North Downs Way Information board – request for permission to use Taylors Hill notice board

Permission given.

The clerk was asked to check the size.

12/28 KCC Trading Standards – notification of Trading Standards Alert Email messaging system and request that we help in display and distribution of messages

Decided to participate.

The clerk to respond accordingly

12/31 Stuart Latta – email re Hambrook Lane / Mountain Street corner – request to support request to Kent Highways to repair damage caused by passing vehicles

The clerk was asked to pass the issue to Roads & Transport committee to monitor and email the councils support for the request to Kent Highways

12/32 Centre for Independent Living Kent (CILK) – request for mobile service that “takes empowering, independent living information to disabled people of all ages living in Kent and the Medway towns” to visit the parish for one day in January, February and March

Agreement given to visit.

The clerk was asked to suggest Felborough Close as a suitable location for the mobile service.

12/35 Kent Highways – request to complete survey

The clerk was asked to pass the survey to Roads & Transport committee to complete and return for him before sending to Kent Highways.

12/40 KAPC – Post Office Consultation – request for the number of people who have signed petitions in our parish

Meeting decided council didn't have enough information to reply.

12/41 KCC – Ashford and Shepway Kent Youth Service Newsletter

The clerk was asked to pass this on to OWL Youth Club

12/42 Kent Downs AONB – Streetscape Design Handbook – contains brief case study on Chilham and the Square

The clerk was asked to pass this to Roads and Transport committee and Chilham Future Board to help with their work on the Square

12/43 Victim Support Kent – request for donation

Decided to donate subject to Finance Committee approval

Finance Committee to consider this at their meeting in December

12/45 Kent Fire & Rescue Service – Integrated Risk Management Plan 2008/09 – request to complete questionnaire on the plan

Cllrs Kennett and Marsh were asked to complete the questionnaire and return to the clerk to forward to Kent Fire Service.

12/48 Eastern and Coastal Kent PCT - How do our services measure up?

Decided not to be represented at patients forum.

12/16 Date of next meeting

3rd January, 2008 in Chilham Village Hall

715pm for 730pm

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