

## CHILHAM PARISH COUNCIL

### Minutes of the Council Meeting held at Old Wives Lees Village Hall on 6<sup>th</sup> September, 2007 at 7.30pm

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

**Apologies:** Cllr M.Sansom, Borough Cllr J.Marriott

**In Attendance:** Mr G Dear (Clerk), 5 members of the public

#### 9/1 Minutes of the meeting held on 2<sup>nd</sup> August 2007

The Minutes were then signed as a true record.

#### 9/2 Matters arising from the Minutes

(8/2) PACT Meeting

PC Barney has provided the following alternative Thursdays 20/9, 27/9, 4/10 or 18/10  
18/10 was agreed

*Clerk to arrange*

(8/2) OWL Play Area – repair to wetpour area

Playdale have completed their inspection and are have contacted Abacus, their wetpour contractor. The repairs will be completed under guarantee – Abacus will be visiting the play area in the next 2 weeks.

(8/2) Verge Trimming

In the parish as a whole, Kent Highways cut the first metre of any verge 3 times a year at a cost of £10 per kilometre. More frequent and/or deeper trimming is carried out to preserve sightlines.

In Old Wives Lees, they are also responsible for the verges around the triangle, the verge on the Cobbs Hill side of the OWL Green from the bollards down to Cherry Orchard, the verge in Cherry Orchard along the bottom of OWL Green, and the verge down Cobbs Hill below Cherry Orchard all the way to the hedge. They will cut this 4 times a year for £100.

ABC also cut verges in the parish.

In Chilham they are responsible for the verges in Felborough Close, Taylors Hill car park and School Hill. In Shottenden - Goldups Lane Cottages. In Old Wives Lees - The Paddock (opposite the Mission Hall).

Their maintenance operations consist of the following, but not all operations are applicable for all sites: General Grass cutting - 12 times, Grass cutting in old peoples dwellings - 24 times, Hedge cutting - 2 times, Flailing - up to 3 times

(8/2) Road Closures

Kent Highways publish notices of road closures in local papers (currently the Kent on Sunday group) in the weeks leading up to the start date. They also email a wide audience - including Parish Clerks, elected members, bus companies, KHS Liaison Officers and Inspectors. They also state that the works promoter (usually utility companies or our own KHS works) is responsible for putting out information signs alongside the roads two weeks prior to the start and letter drop and/or visit households and businesses in the affected area.

Usually the letter drop is for the closed road (delivered by the Scheme Promoter). Then, two weeks prior to the start date, they place information boards at both ends of the closed road. This normally catches people who use that route.

(8/2) Lorry damaging fence in Mountain Street  
Kent Highways Transportation team suggest a further warning sign at the junction of Bagham Road and Felborough Close and a sign at the junction of Branch Road and the A28. This is the same suggestion as that to resolve problems with heavy vehicles entering the square.

(8/6) Graffiti  
Cllr White had contacted ABC and arranged for graffiti to be removed.

(8/7) OWL Basketball  
See update report from Cllr White

### **9/3 Declarations of Interest**

Cllr Barbrook registered her interest in planning application 07/00134/AS.

### **9/4 Code of Practice**

*It was agreed that a sub-committee of Cllrs Adams, Barbrook and E Taylor would meet to agree how to adopt the new code of practice before the end of September.*  
Cllr R Taylor would join this sub-committee if one of the others could not attend the meeting.

### **9/5 Clerks Contract of Employment**

*It was agreed that Cllrs Adams and the clerk would meet to finalise this so that it could be ratified in closed session after the October meeting.*

### **9/6 Planning.**

#### **Decisions received from Ashford:-**

04/01202/AS Bowerland Farm, Bowerland Lane, Chilham  
Renovation of existing oast.barn into single residential home to serve family of working farm  
NOTICE OF CONSENT RE CONDITIONS 4 AND 5

06/00420/AS Woodpecker Farm, Dane Street, Chilham  
Construction of modest farmhouse dwelling on the small holding  
NOTICE OF CONSENT RE CONDITIONS 2, 3 AND 4

06/00420/AS Woodpecker Farm, Dane Street, Chilham  
Construction of modest farmhouse dwelling on the small holding  
NOTICE OF APPROVAL OF AMENDED PLANS

06/01016/AS Matthew Farm, Shottenden Road, Chilham  
Renewal of planning consent 01/670/AS for conversion of barn to single cottage  
GRANTED WITH CONDITIONS

07/00008/EIA/AS Water main between Chilham and Selling adjacent New Cut Road,  
Chilham

To lay new water main from A252 Chilham to the junction between Church Road and Selling Road, Selling  
ENVIRONMENTAL IMPACT ASSESSMENT NOT REQUIRED

07/00115/AS Land at Felborough Close, Felborough Close, Chilham  
To crown lift to 4m one x Box Elder (T1) and to crown lift to 3m one x Horse Chestnut (T2)  
WITHDRAWN

07/00192/AS Hares Farm, Shottenden Road, Chilham  
Construction of 4m x 8m swimming pool, summer house, pump room, solar panels and paved area  
NOTICE OF CONSENT RE CONDITION 3

07/00693/AS 3 Shrimpton Close, Old Wives Lees  
Erect a conservatory to rear  
GRANTED

07/00730/AS Recreation Ground, Branch Road, Chilham  
Erection of 3 floodlights on recreation ground (retrospective)  
GRANTED

07/00921/AS 1 Cork Farm Cottages, Long Hill, Chilham  
Replacement garage  
NOTICE OF CONSENT RE CONDITION 2

07/00975/AS Badgers Hill House, New Cut Road, Chilham.  
Proposed two storey extension  
REFUSED

07/01033/AS Sunnybank Garage, Canterbury Road, Chilham  
Advertisement application for two non-illuminated free standing signs – amended scheme  
REFUSED

07/01117/AS Bagham Cottage, Bagham Lane, Chilham  
Garden store on side of house  
GRANTED

07/00109/AS The Barn, The Street, Chilham  
T1 – To fell one Monterey Cypress - Golden  
NO OBJECTION

**Applications Considered:-**

07/00115/AS Land at Felborough Close, Felborough Close, Chilham  
To crown lift to 4m one x Box Elder (T1) and to crown lift to 3m one x Horse Chestnut (T2)  
**NO FEEDBACK REQUIRED - ABC OWNED PROPERTY**

07/01251/AS 1 Rose Cottages, Soleshill Road, Chilham  
Proposed 2 storey side extension, including demolition and rebuild of existing detached garage

**SUPPORT**

07/01506/AS Rusbur, Shalmsford Road, Chilham  
Loft conversion incorporating front dormer window and roof extension

**SUPPORT**

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

**SUPPORT PENDING REPORT FROM TREE WARDEN**

07/00135/AS Deepwell House, Chilham Castle Estate, Chilham  
T1 Leyland Conifer, T2 Leyland Conifer and T3 Spruce – Section fell

**SUPPORT PENDING REPORT FROM TREE WARDEN**

### **9/7 Finance**

The Clerk gave the financial report which has approved.

The following payments were agreed:

918	Janets bookkeeping	Audit	65.00
919	A R Groombridge	Maintenance	253.80
920	KAPC	Expenses	13.22
921	Cordwainer UK	Maintenance	26.38
922	Playsafety Ltd	OWL Play Area	141.00
923	P Wead	Clerk-Aug meeting	30.00
924	G Dear	Clerk to 31-08-07	324.68
925	G Dear	Expenses - Aug 2007	41.10
926	G Davies	Cleaner to 04-10-07	145.00
927	Capability Gray	OWL maintenance	75.00
Total Payments			1,115.18

A transfer of £1200.00 was approved to cover current payments.

*The clerk was asked to contact the Litter Cleaner and get a monthly report of dates and times of cleaning duties carried out during the month.*

### **9/8 Highways**

Appearance of Taylors Hill car park

The following proposal from Cllr White was approved.

ABC should be contacted to look at tree cutting around the Public Lavatories and the Information Board to take back overhanging branches to brighten and lighten the area which currently looks very dark and intimidating and to organise cleaning and updating of the Information Board. Also, "The Chilham Future" board should be approached for their views

on providing updated and relevant information for visitors to be inserted in the Tourist Information Board.

*The Clerk was asked to contact ABC and Chilham Future accordingly.*

Delivery vehicles in the parish

The following proposal from Cllr Adams was approved.

The Parish Council should communicate to parishioners that, where and when possible, if ordering items from a central supplier, it is worth them mentioning this fact, and often smaller lorries can be despatched if requested.

*Cllrs Adams was asked to arrange for this suggestion to be included in an edition of the parish magazine.*

Hedges and verges in the parish.

The following proposal from Cllr Ralph was approved.

A Verges and Hedges sub-committee should be created which will address hedges/verges issues passed to it by the Parish Council and come back at a later meeting with proposals for action to be taken and then take responsibility for following through any agreed action providing brief updates as and when required.

This will ensure hedges/verges issues are addressed appropriately and also lead to increase the efficiency of parish council meetings.

Cllrs Ralph, Marsh and White were voted onto the Hedges and Verges sub-committee.

Buzzlines coach in the square

It was agreed that the following suggestion to prevent large of heavy vehicles from ignoring width restrictions and attempting to gain access to the square should be raised with Kent Highways:

1. The sign 'except for school bus' is removed from the bottom of The Street and Taylors Hill. (School swimming bus, etc collect and deliver to Taylor's Hill car park, the school bus to fetch and carry children to and from home was a mini bus only - so the except for school bus is not required).
2. Some sort of planters are arranged at the bottom of The Street and Taylors Hill and to form a pinch point.
3. KCC implement 7.5 tonne restriction, except for access, for The Street and Taylors Hill (this may also be appropriate for other roads in the parish)

*The clerk was asked to contact Kent Highways to find out how this or any other suitable suggestion could be implemented.*

## **9/9 Communications sub-committee**

Open Forum

The following proposal from Cllr Adams was approved.

Parishioners in other parishes can bring issues to the attention of their parish council in an open forum before a council meeting. Chilham parish council adopt this approach as well.

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

Reserving part of each noticeboard for parish council use

The following proposal from Cllr Adams was approved.

The noticeboards get overcrowded and there is no space for important parish council notices.

A part of each noticeboard should be set aside for parish council use only.

*It was agreed that Cllr Kennett would arrange for this on the Chilham noticeboard, Cllr R Taylor would monitor the OWL noticeboard and Cllr Ralph the Shottenden noticeboard..*

### **9/10 Meetings**

Recreation Ground

Cllr Ralph reported on planned improvements and fundraising ideas.

KAPC Ashford Area

Cllr R.Taylor reported that parish councils could obtain KCC grants through County Cllr Findlay.

*The clerk was asked to investigate what grants were available.*

### **9/11 Village Reports**

Shottenden and Old Wives Lees

Nothing to report.

Chilham

Cllr Ralph reported that the increased popularity of the White Horse had raised issues of noise and parking difficulties in the Square but that he felt these issues had been dealt with well by the pub landlady.

### **9/12 Correspondence**

9/4 Kent Downs AONB Unit – Kent Downs AONB Management Plan Review – request for feedback

*Cllr E Taylor to complete questionnaire*

9/6 CPRE – Request to respond to the consultation on the current Planning White Paper

*Clerk to respond by completing and sending postcard supplied*

9/9 KCC – Countryside Access Improvement Plan – invitation to comment

*Cllr Adams to forward to CEPS*

9/12 KAPC – Parish News & Councillors Information Day booking form

*Cllr R Taylor to attend*

9/15 RoSPA – Play Area Safety Inspection Report

*Cllrs Marsh and Sansom to propose action required*

9/17 KCC – Annual Plan – Booklet and CD

*Cllr Sansom to review and report back*

9/21 Govt office for the south-east – The South East Plan – Publication of Panel Report

*Cllr Ralph to review and report back*

9/22 ABC - Parish councils and the duty to preserve biodiversity

*Cllr Adams to forward to CEPS*

9/30 KCC – Ashford Local Bus Service Study – Request to complete questionnaire  
*Cllr Barbrook to complete questionnaire*

9/33 Mr Poole – Letter suggesting that recycling credits are used to promote energy conservation in the parish, for example the use of microgeneration technologies  
*Cllr R Taylor to follow up with Mr Poole*

9/38 ABC – State of the Borough debate – 8 November – invitation to attend  
The main theme of the debate was policing. It was therefore proposed that a Cllr attended with our Police rep (Mr P Wead) taking a list of agreed topics.  
*Clerk to include in agenda for next meeting*

**9/13 Date of next meeting**

4th October, 2007 Chilham Village Hall  
715 for 730

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