

## CHILHAM PARISH COUNCIL

### Minutes of the Meeting held at Chilham Village Hall on 3rd July, 2008 at 7.30pm

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

**Apologies:** Cllr R.Taylor

**In Attendance:** Mr G Dear (Clerk), Boro Cllr J Marriott, 2 members of the public

In the absence of Cllr R Taylor, Cllr D Kennett chaired the meeting

#### **7/1 Minutes of the meeting held on 5<sup>th</sup> June 2008**

The minutes were signed as a true record.

#### **7/2 Matters arising from the Minutes**

(6/2) OpenForum-Mains Drainage

Cllr Marsh had met with Doffy Milner and other residents of Mountain Street and reported that they were contacting Defra for advice on proving environmental damage.

The clerk had followed this up but no reply from Defra yet.

Doffy Milner had requested another meeting to discuss next steps

*Cllr White was asked to attend this meeting.*

(6/2) Open Spaces Society – membership renewal notification

The Clerk had raised a payment for approval at this meeting.

(6/2) ABC – Update on Local Needs Housing

Planning committee had provided the clerk with a comment on site 8 and this had been forwarded to ABC.

(6/6) Parish Council Website

The clerk, in consultation with the communications sub-committee, had spent 5hrs agreeing the content we are proposing for the website, what it is intended to achieve and why and how it fits in with the existing parish website and had produced a paper for the council to approve at this meeting.

(6/7) Dog Bins

The clerk had advised ABC of the requirement for an extra dog bin in Felborough Close and had been advised that this request would be actioned in the autumn

(6/8) Recycling Signs

The clerk had contacted ABC with regard to them installing and funding extra signs at Taylors Hill car park.

(6/9) Fly-posters

The clerk had advised Kent Highways of offending signs at the junction of the A28 and A252 and they had been removed promptly.

6/10 Community Events

Cllrs Adams, Barbrook, E Taylor and Ralph had arranged to meet and explore possibilities on 5th August.

(6/11) Highways

The clerk had asked the Kent Highways Liaison officer that the quality of verge maintenance was a topic for discussion at her planned visit to the parish.

(6/13) Society of Local Council Clerks – Membership renewal

The clerk no longer required membership.

(6/13) ABC – Alterations to Register of Electors

The clerk distributed latest updates at this meeting.

(6/13) ABC – Consultation from BT to realign payphone provision to meet customer demand

The clerk had emailed an objection to the removal of the payphone in Old Wives Lees village hall car park on the basis that it was the only one in the village and a valuable community asset.

(6/13) The Planning Inspectorate – Wildlife and Countryside Act 1981 – Notification of local inquiry re definitive map modification orders for footpath AE660, AE661 & CB543

Cllr R Taylor had produced a report of his investigation and this had been circulated to all councillors.

*The clerk was asked to put this item on the agenda for the August meeting and confirm attendance at the local inquiry on 21<sup>st</sup> October.*

(6/13) ABC – Tenterden & Rural Sites Development Plan Document Issues and Options Report

The planning committee had reviewed this report and fed comments to the clerk who had submitted them online

(6/13) Kent Men of the Trees – Membership renewal

The clerk has raised a payment for approval at this meeting.

(6/13) ABC – Rural Conference Invite (23rd June at Woodchurch)

The clerk had sent apologies as no cllr could attend.

(6/13) KCC - BOATs AE25 & AE36 – Proposed Seasonal Traffic Order

The clerk had emailed support and copied details to CEPS

(6/13) Exhibition – Calling Artists – Wye to Canterbury Sponsored Walk & Exhibition

Information - request for artwork to be erected at sites along the walk

The clerk had not been contacted to advise organisers of landowners of selected sites in our parish.

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### **7/3 Declarations of Interest**

Cllr Kennett declared his interest in planning application 08/00478/AS and did not vote.

## **7/4 Planning.**

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

Application No. 07/02165/AS

Sunnybank Garage, Canterbury Road, Chilham

Erection of three PIR controlled lights on steel posts (one of which is already erected) to illuminate the west forecourt and one DLS controlled light on steel post to illuminate the east forecourt, making a total of four lights

REFUSED

Application No. 08/00007/AS

Land at Builders Yard, Shottenden

Conversion of barns into a single holiday let unit

GRANTED

Application No. 08/00174/AS

The Smallholding, Long Hill, Old Wives Lees

Continued stationing of mobile home for 4 years for occupation by Mr Jason May

GRANTED

Application No. 08/00674/AS

Application No. 08/00767/AS (Listed Building Consent)

The Woolpack Inn, The Street, Chilham

An advertisement application for 4 non-illuminated wall signs, 3 internally illuminated wall signs, 2 externally illuminated wall signs, 2 non illuminated post signs and 1 externally illuminated projecting sign

GRANTED

### **Applications Considered:-**

The planning committee had reviewed each application prior to the meeting. All their decisions were endorsed by the council including the proposal that application 08/00478/AS should be voted on by the whole council. The resulting decisions are listed below.

Application No. 08/00086/AS

5 Hambrook Close, Chilham

T1 & T2 Conifer Leyland – section both trees to the ground and remove stumps

SUPPORT

Application No. 08/00478/AS

Redthorn, Branch Road, Chilham

(1) Erection of 1.8m high fence along Bagham Road set 3m back

(2) Creation of gravelled turning area in front of property

(3) Relocation of existing vehicle cross-over

(4) Erection of 9m of 1.8m high featherboard fencing along Branch Road set 2m back

(5) Replacement of damaged, inoperable pedestrian gate

(6) Replacement of damaged fencing along Branch Road and Bagham Road with 1m high picket fencing

OPPOSED with the following comments:

1) Proposed access onto Bagham Lane is still in a dangerous position on a dangerous corner

2) Efforts to improve plans are appreciated but after detailed consideration it was felt that the planners did not appreciate the volume of traffic throughout the day

Application No. 08/00685/AS  
1 Lees Terrace, Cobbs Hill, Old Wives Lees  
Erection of a two storey side and rear extension  
SUPPORT

Application No. 08/00879/AS  
Sunnybank Garage, Canterbury Road, Chilham  
Erection of drying off bay for cars after cleaning and a detached bin store (retrospective)  
OPPOSED with the following comments:

- 1) Following continued abuse of the planning system (this is the 3<sup>rd</sup> retrospective application after 2 previous applications had been refused), ABC should raise this issue with the applicant before any new applications are considered
- 2) Owners of neighbouring properties had not been consulted

**Premises Licence Application results:-**

Copper Kettle  
Cllr Barbrook had attended the hearing and reported that the a drinks licence (with restrictions) had been granted between 8am and 6pm on Sun to Wed and 8am to 11pm on Thu to Sat.

**7/5 Finance**

The clerk also presented the accounts for 2008/9 and they were also approved by the meeting.  
The following payments were approved:

1001	Kent Men of Trees	Subscription	25.00
1002	Open Spaces Society	Subscription	30.00
1003	JH Marsh & Sons	Bus shelter repairs	484.93
1004	G Dear	Clerk to 30-06-08	479.44
1005	G Dear	Expenses – June 2008	122.29
1006	K Jeffery	Cleaner to 03-07-08	160.20
1007	HMRC	Tax/NI	301.48
1008	CM Thomas-Gray	OWL maintenance	75.00
1009	CM Thomas-Gray	OWL maintenance	75.00
1010	CPRGT	Concurrent function grant	645.00
1011	Chilham Village Hall	Concurrent function grant	503.00
1012	OWL Village Hall	Concurrent function grant	225.00
	Total Payments		3126.34

A transfer of £3150.00 from the instant access deposit account was approved.

**Recycling Fund Bids**

The clerk reported that 9 bids had been received from parishioners and parish organisations however in a number of cases insufficient detail had been provided.

*It was agreed that the finance committee should meet in July to consider next steps and report back at the next meeting.*

## **7/6 Parish Council Website**

Issue:

To ensure the parish council have a clear understanding of what is planned and how it will be achieved.

Proposal:

To approve the paper agreeing the content we are proposing for the website, what it is intended to achieve and why and how it fits in with the existing parish website and instruct the clerk, in consultation with the communications sub-committee, to spend up to 10 hrs producing a web-site design based upon the agreed content and produces a paper for the council to approved at the September meeting.

The clerk summarised the main contents of his paper and the proposal was approved by the meeting.

Cllr White suggested that the website should include a map confirming the parish boundary.

This was agreed.

*The clerk was asked to spend 10 additional hours during July and August on this issue.*

## **7/7 Highways - Verge Maintenance**

Issue:

The quality of KCC verge cutting in the parish is unacceptable.

Proposal:

The parish council investigates the cost of taking responsibility for KCC verges and paying a local contractor to do the work.

Cllr White summarised the contents of her paper on the subject and the proposal was approved.

*The clerk was asked to chase KCC again re costs and refunds and timing of cuts.*

*The clerk was asked to find out the contractor used by ABC*

*Cllr Ralph was asked to arrange for KALC Ashford Area committee to conduct a satisfaction survey of member parishes regarding KCC verge cutting*

## **7/8 Highways - Roads where HGVs cause problems**

Issue:

KCC are compiling a list roads where HGV's are causing problems due to those routes being unsuitable. They have asked for a list of roads in this category within our parish.

Proposal:

The parish council agree a list of roads to be passed back to KCC.

The proposal was approved and the following list drawn up:

Old Wives Lees - Cobbs Hill, Lower Lees Road, Selling Road, Long Hill, Shalmsford Road, Lower Ensdon Road, New Forest Lane,

Chilham – The Square, Church Hill, The Street, School Hill, Taylors Hill, Branch Road,

Bagham Lane, Hambrook Lane, Mountain Street, Pilgrims Lane, Pickleden Lane

Shottenden – Soles Hill Road, Stone Stile Road, Beaney's Lane, Goldups Lane

*The clerk was asked to provide KCC with this list*

### **7/9 Highways – Hedges & Verges sub-committee**

*The clerk was asked to:*

- 1) *chase Kent Highways regarding progress on offenders hedges and ask for details of their enforcement procedure*
- 2) *issue a letter to another offender and ask Kent Highways to send an inspector to look at the hedge in question*

### **7/10 Highways – Other**

*The clerk was asked to:*

- 1) *chase Kent Highways regarding pot-holes marked up in Soles Hill Road, Herons Close Mulberry Hill and Long Hill that had still not been filled despite their recent campaign*
- 2) *complain to Kent Highways regarding lorries from Canterbury that have missed the turn to Ashford using the junction at Badgers Hill Farm Shop as a turning place as this practice is damaging the footpath and verges and may cause damage to the new water main*
- 3) *ask Kent Highways to explain the guidelines they follow when erecting speed signs*
- 4) *complain about a noticeable deterioration in service quality following the introduction of a new community liaison system*

### **7/11 Meetings**

CPRGT – Cllr Ralph reported on a recent meeting.

OWL VillageHall – Cllr Marsh reported that a new chairman had been appointed.

PACT – the clerk summarised the minutes of a meeting on June 24th

### **7/12 Village Reports**

Post Office

Cllr Kennett reported that 2 volunteer helpers had been found and the Peter Wead would be re-apply for the postmaster position.

ABC service quality

*The clerk was asked to complain about very slow response and poor service regarding issues raised regarding Felborough Close and Herons Close*

Wealden Wheels

*Boro Cllr Marriott was asked to notify the organisers of this community transport programme that the parish council would like the parish of Chilham to be considered for this service.*

*The clerk was asked to put an article in Parish News to gauge take-up within the parish*

Parish News

It was agreed that the communications sub-committee would approve the submissions for the August edition required by 9<sup>th</sup> July.

### **7/13 Correspondence**

7/5 ABC – June Alterations to Register of Electors

The clerk had distributed copies to cllrs at the meeting

7/7 Kent BCTV – Tree and Pond Warden Schemes

The clerk had confirmed the details of our tree warden

7/9 ABC – Standards Committee – 16th June

Copy passed to Cllr R Taylor

7/10 SE Regional Assembly – The SouthEast Regional Sustainability Framework  
Decided not to review

7/11 SE Regional Assembly – Land Won Aggregates  
Decided not to complete questionnaire

7/13 ABC – Acknowledgement of receipt of Copper Kettle representation and details for hearing  
Copy passed to Cllr Barbrook to attend hearing

7/16 Kent Downs AONB Unit – Management Plan Review  
*Copy passed to Cllr Adams to complete questionnaire*

7/19 NALC – Local Council Review – July 2008  
Copy of front page “New powers for parishes” distributed to cllrs

7/21 Ringmaster Email - Missing person Armajit Lehal from Medway  
Distributed to cllrs

7/25 Ringmaster Email – Burglary in Pickelden Lane  
Distributed to cllrs

7/27 Kent Police - Mobile Police Station (July – September)  
Passed to Elisabeth Arter

7/31 ABC - Chilham Local Needs Housing update  
Passed to planning committee

7/32 KCC - Lorries using unsuitable routes – request for information  
List of roads affected in our parish drawn up

7/33 KCC – Temporary Road Closure – Pickleden Lane, Chilham  
Distributed to cllrs

7/34 KALC – ITV looking for ladies poster  
Passed to Elisabeth Arter and posted on noticeboards

7/37 ABC – Extension to Tenterden And Rural Sites Issues Deadline including summary of main changed  
Passed to planning committee for info

7/38 Kent Downs AONB Unit – Invitation to Countryside Day on 25<sup>th</sup> July  
Copy passed to Cllr Adams

**7/14 Date of next meeting**  
7th August, 2008 in Chilham Village Hall  
715pm for 730pm

**PLEASE NOTE:** All actions are recorded in *italics*. Please provide the clerk with an update 2 weeks after the meeting.