

## CHILHAM PARISH COUNCIL

### Minutes of the Meeting held at OWL Village Hall on 5<sup>th</sup> June, 2008 at 7.30pm

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

**Apologies:** None

**In Attendance:** Mr G Dear (Clerk)

#### **6/1 Minutes of the meeting held on 1<sup>st</sup> May 2008**

The minutes were signed as a true record.

#### **6/2 Matters arising from the Minutes**

##### **(5/4) OpenForum-Mains Drainage**

The clerk had contacted Southern Water and been advised that there were 2 options for extending the provision of mains drainage in the parish:

- 1) Householders or PC instruct SW to install mains drainage and fund the cost of the work themselves at estimated cost of between £35,000 and £40,000 per property
- 2) Householders or PC prove environmental damage and then SW fund the work but there is a lateral connection cost of c£5000 per property

The clerk had emailed this information to Doffy Milner.

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 was asked to follow this up in 2/3 weeks.*

##### **(5/4) Latin Field fence**

Cllr White had contacted Jimmy Stewart and obtained an estimate to repair the fence.

The clerk had given Jimmy Stewart the go ahead to carry out the repairs.

##### **(5/4) Chilham Guide**

The clerk had found out that the costs from Plus Publishing would be reduced if the distribution of the guide was not included - £1,950 for 10,000 copies and £2,450 for 25,000 copies.

Cllr Ralph reported that the Traders Group no longer needed support for the guide.

##### **(5/7) Renewing Insurance Contract**

The clerk had renewed the contract with Norwich Union.

##### **(5/7) Allocation of Recycling Grant**

The clerk had requested bids via Parish News, KG village news, noticeboards and emails to village organisations.

##### **(5/10) Hedges And Verges Committee**

The clerk had sent the standard 'offenders' letter to 2 residents asking for the situation to be remedied or the matter had been escalated to Kent Highways in one instance

##### **(5/10) Dropped Curb at Felborough Close Bus Stop**

The clerk had contacted ABC and asked that this been handled together with the outstanding Felborough Close street lighting / dropped curb issue.

##### **(5/13) Audit Commission – Notice of the annual audit for year ending 31 March 2008**

The clerk had arranged for the deadline to be put back to 7th July.

(5/13) Open Spaces Society – membership renewal notification  
*The Clerk would raise a payment for approval at the next meeting.*

(5/13) KALC- Planning Portal eConsultation hub – request to complete questionnaire on ePlanning  
The clerk had completed the questionnaire

(5/13) ABC – Update on Local Needs Housing  
*Planning committee to provide clerk with comments on site 8 as soon as possible for forwarding to ABC.*

(5/13) Chilham Seniors – request for donation from concurrent functions grant  
The clerk had added Chilham Seniors to the list of consideration when the grant is allocated.

### **6/3 Declarations of Interest**

None.

### **6/4 Planning.**

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

Application No. 02/00541/AS

Martens Oast, Lower Ensden Farm, Old Wives Lees

Conversion of redundant oast into 3 dwellings with associated parking

APPROVAL OF AMENDED PLANS

Application No. 08/00046/AS

The Bothy, Church Hill, Chilham

(1) Trees along the pavement boundary – crown lift 3m & 5.3m over roadway, take out deadwood

(2) Mature Ash – crown reduction

(3) Multi stem Ash – cut to ground level and allow to grow again

(4) Line of 35-45 sycamores – take out deadwood only

(5) 1 twin stem Ash – reduce by 40%

(6) Apple & Pear trees (dead and dying) – cut and remove ivy

(7) Large Ash – cut out dead and diseased branches

NO OBJECTION

Application No. 08/00057/AS

Cheyney House, 8 Stable Court, Chilham Castle Estate, Chilham

T1-T6 Yew – Crown Lift; T7 Yew – Fell; T10 Sycamore – Fell & T11 Yew – Remove overhanging limb

NO OBJECTION

Application No. 08/00061/AS

Cheyney House, 8 Stable Court, Chilham Castle Estate, Chilham

T1 Yew HEDGE (on Chilham Castle boundary) – reduce height by approx 2-3 feet; T2 Group of Hollies (on Chilham Castle boundary) - reduce in height by 2 metres

GRANT CONSENT

Application No. 08/00382/AS

Forestry Yard, Canterbury Road, Chilham

Extension to existing open bay store to form machinery shed

GRANTED

Application No. 08/00386/AS  
Mervyn Crest, Canterbury Road, Chilham  
Division of existing dwelling to form 2 dwellings  
REFUSE

Application No. 08/00388/AS  
Martens Oast, Lower Ensden Farm, Old Wives Lees  
Erection of carports, stores and oil tanks and change of use of agricultural to residential (part retrospective)  
GRANTED

Application No. 08/00394/AS  
8 Cobbs Hill, Old Wives Lees  
Erection of a single storey rear extension  
GRANTED

Application No. 08/00512/AS  
Home Farm, Chilham Castle Estate, Chilham  
New sunroom to dwelling  
GRANTED

Application No. 08/00550/AS  
Charltons, Selling Road, Old Wives Lees  
Single storey front extension  
GRANTED

**Applications Considered:-**

The planning committee had reviewed each application prior to the meeting. All their decisions were endorsed by the council and they are listed below.

Application No. 08/00647/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  
SUPPORT

**Premises Licence Application Considered:-**

Cllr Barbrook had received a request from a resident for the parish council to support their representation regarding a premises license application by the Copper Kettle.

Following due consideration the meeting agreed to support this representation and object to the application on the grounds of prevention of public nuisance for the following reasons:-

- 1) concern about the hours – an 1130pm close would be much more in keeping with the Square
- 2) all alcohol should be sold ancillary to a meal
- 3) concern over late drinking – there should be no sales after 11pm

## 6/5 Finance

The clerk presented the final accounts for 2007/8 including section 1 of the audit return and they were approved by the meeting.

The clerk also presented the accounts for 2008/9 and they were also approved by the meeting. The first instalments of the precept and concurrent function grant (£8385) as well as the recycling credit for 2007/8 (£3741.90) had been received from ABC.

The following payments were approved:

Accounts for year ending 31<sup>st</sup> March 2008:

994	ATS Services	PAYE system	60.00
981	KALC	Cancelled	(7.50)
895	A Baker	Cancelled	(7.50)
Total Payments			45.00

Accounts for year ending 31<sup>st</sup> March 2009:

995	John Russell	OWL seat	40.77
996	Broker Network Ltd	Insurance	842.96
997	A R Groombridge	OWL grass cutting	400.09
998	G Dear	Clerk to 31-03-08	444.71
999	G Dear	Expenses - Mar 2008	43.06
1000	K Jeffery	Cleaner to 01-05-08	195.00
Total Payments			1966.59

A transfer of £10100.00 into the instant access deposit account was approved.

## 6/6 Parish Council Website

Issue:

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

Proposal:

The clerk, in consultation with the communications sub-committee, spends up to 10 hrs 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 produces a paper for the council to approve at the July meeting.

The proposal was approved by the meeting.

*The clerk was asked to spend 10 additional hours during June on this issue.*

## 6/7 Dog Bins

Issue:

There have been repeated problems with dog fouling in the parish the latest involving dog bags being left behind a residents garden shed.

Proposal:

The parish council identifies where extra dog bins are required and submits a bid to the Recycling fund if ABC is not willing to provide them.

It was agreed that an extra dog bin was required in Felborough Close

*The Clerk was asked to contact ABC to arrange this.*

### **6/8 Recycling Signs**

Issue:

Other parishes have signs advertising their recycling points to encourage people to use them. We could increase our recycling credits by following their example.

Proposal:

The parish council ask ABC to put sign at the bottom of Taylors Hill.

*Cllr Ralph was asked to make further enquiries with ABC with regard to them installing and funding the extra signs.*

### **6/9 Fly-posters**

Issue:

Unofficial signs are becoming a problem in the parish, especially when they are positioned on dangerous junctions and could distract drivers and result in accidents.

Proposal:

That the PC take an aggressive approach to advertisers contacting them when possible pointing out that we live in an area of outstanding natural beauty and highlighting any risk of accidents being caused on dangerous junctions.

*Cllrs were asked to advise the clerk of potential fly-posters so he could notify the appropriate authorities.*

### **6/10 Community Events**

Issue:

This year we have no May Fayre, no OWL Fete

If the PC were able to take the lead we could put on Fayres, Fetes etc inviting reps from various local societies/groups to be on the Committee, share the work and the proceeds.

Proposal:

That a small group of interested PC Members (3) meet within the next two months to explore the possibility of setting up a Community Events Committee. (This would involve 2, at most 3 Councillors and other interested/suitable members of the Parish.)

The Events Committee would then coordinate events with help from the broader community.

*Clls Adams, Barbrook, E Taylor and Ralph were asked to meet and explore possibilities.*

### **6/11 Highways**

Cllr Marsh expressed concern at the quality of verge cutting by Kent Highways.

*The clerk was asked to raise the issue with Highways Liaison officer and ask that it be a topic for discussion at her planned visit to the parish.*

### **6/12 Meetings**

Traders Group – Cllr Ralph reported on a recent meeting.

KALC Ashford Area – Cllr Adams reported on the meeting held on 4th June

OWL Village Hall – Cllr R Taylor reported on a recent meeting and the search for a new chairman.

Felborough Close Bottle Bank - Cllr R Taylor reported on a recent site meeting to discuss this possibility with ABC who had been asked to consult with all residents before taking the matter further.

### **6/13 Correspondence**

6/1 Society of Local Council Clerks – Membership renewal

*The clerk was asked to justify membership*

6/2 Southern Water – Draft Water Resources Management Plan  
The meeting decided not to review or complete questionnaire.

6/4 ABC – Alterations to Register of Electors  
*The clerk would distribute at next meeting*

6/5 ABC – Consultation from BT to realign payphone provision to meet customer demand  
*The clerk was asked to object 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.*

6/7 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 to investigate and decide whether representation is required at local inquiry*

6/9 ABC – Tenterden & Rural Sites Development Plan Document Issues and Options Report  
*The planning committee to review and feed comments to clerk before 27th June for submission online*

6/11 Kent Men of the Trees – Membership renewal  
*The clerk was asked to raise a payment for approval at the next meeting.*

6/18 ABC – Rural Conference Invite (23rd June at Woodchurch)  
*The clerk was asked to send apologies as no cllr could attend.*

6/25 KCC - BOATs AE25 & AE36 – Proposed Seasonal Traffic Order  
*Clerk to email support and copy CEPS*

6/27 Exhibition – Calling Artists – Wye to Canterbury Sponsored Walk & Exhibition  
Information - request for artwork to be erected at sites along the walk  
*Clerk to advise organisers of landowners of selected sites in our parish*

**5/14 Date of next meeting**

3rd July, 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.