

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Chilham Village Hall on 2nd April, 2009 at 7.30pm

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

Apologies: None

In Attendance: Mr G Dear (Clerk), Kathy Bugden (ACR Kent), 7 members of the public

Prior to the meeting Kathy Bugden from ACR Kent explained what is involved in producing a parish plan, the benefits it could provide and the support available from ACR Kent. During the question and answer session that followed, it emerged that a parish plan could be viewed as an update of the 1996 parish appraisal.

4/1 Minutes of the meeting held on 5th March 2008

The minutes were signed as a true record.

4/2 Minutes of the meeting held on 26th March 2008

The minutes were signed as a true record.

4/3 Matters arising from the Minutes

(3/2) Litter

Cllr Ralph had raised the question of what support is available to prevent fly-tipping (for example from Environment Agency or ABC Environmental Control) with KAPC Ashford Area committee by email to the chairman

Cllr Ralph was asked to follow this up at the next meeting

(3/2) Communities and Local Government – Real People, Rear Power – Consultation on local authority publicity

The clerk has amended his answers based upon feedback and submitted this before the 15 March deadline

(3/2) ACR Kent – Invitation to drop-in sessions re Parish Plans and other community projects

The clerk had invited Kathy Bugden to attend the meeting on 2nd April and changed the start time to 7pm.

(3/8) Saltbin Review

The clerk had contacted Kent Highways regarding the suitable positioning of salt bins to allow the public to spread salt on approach roads to the Square that were dangerous in icy conditions and also requested details of sizes and cost.

The clerk had also contacted Network Rail and requested a saltbin near the railway crossing at Pickleden Lane as this was also dangerous in icy conditions.

(3/9) Annual Parish Meeting

The Communications Committee had not yet drawn up a brief questionnaire to collect feedback on parish council performance from attendees

(3/9) Terms of Reference for representatives on village committees
Cllr R Taylor agreed to propose changes to standing orders to cover the new terms of reference as well as other changes he felt were needed at the next meeting

(3/10) Littering in Shalmsford Road
Cllr White advised that Shalmsford Road was not within Community Warden Marc Sluder's area of responsibility and that she had asked PC Barney to monitor the situation.
The Clerk was asked to advise PC Barney as well as ABC for each re-occurrence.

(3/10) Fly-tipping
Cllr R Taylor had investigated the fly-tipping on the verge of North Court Farm and an abandoned caravan in Pickleden Lane. As a result the verge of North Court Farm had been cleared and the clerk had reported the caravan to Kent Highways.

(3/10) Parish Spring Clean
Cllr White had received the pack from ABC

(3/11) KALC – Parish News – 23 Jan 09 and details of Planning Information Day on 28 March
Cllr R Taylor reported that there was a good website at <http://www.planningportal.gov.uk/> that provide a lot of the information needed and that this was a suitable alternative to attending the Planning Information Day

(3/11) KCC – Byeways Open to All Traffic (BOATs) AE25 & AE36 (Part) Chilham – Proposed Season Traffic Order – consultation re recommended exclusion of quad bikes as well as motor bikes from the TRO
The clerk had forwarded details to CEPS so they could make a representation.

(3/11) CPRE – subscription renewal
The clerk had raised a payment for approval.

(3/11) Standards Board – Town and Parish Standard – Feb 09
The clerk had forwarded a copy to Cllr Adams

4/4 Declarations of Interest

Cllr R Taylor declared an interest in correspondence item 4/40 - request that parish council reviews its policy for village hall lettings to ensure halls are supported in equal measure and did not vote

Cllr Ralph declared an interest in correspondence item 4/41 - request on behalf of Tourism and Retail Group for funding of £250 towards £2739 costs of reprinting the Enjoy Chilham leaflet and did not vote

4/5 Planning.

Decisions received from Ashford

Application No. 02/00783/AS

Phyllis Farm, Selling Road, Old Wives Lees

Proposed conversion of barn to residential and two double garages and store and new access to Selling Road

CONSENT (Re CONDITIONS 2,9)

Application No. 04/01202/AS
Bowerland Farm, Bowerland Lane, Old Wives Lees
Renovation of oast/barn into single residence home to serve family of working farm
CONSENT (Re CONDITION 9i in part)

Application No. 07/00388/AS
13 Mountain Street, Chilham
Erection of two storey side extension with new chimney and canopy porch and erection of a porch to front.
APPROVAL OF AMENDED PLANS

Application No. 07/01375/AS
Jessamine Cottage, Denne Manor Lane, Shottenden
Demolition of existing kitchen and erection of a new kitchen and bathroom above
APPROVAL OF AMENDED PLANS

Application No. 09/00009/AS
Michaelmas Cottage, Pilgrims Lane, Chilham
Conservatory to rear of property
GRANTED

Application No. 09/00018/AS
The Old Sawmill, Chilham Castle Estate, Chilham
T1-Ash – Crown reduction of 50%; T2-Leyland Cypress – section fell
NO OBJECTIONS

Applications Considered

The planning committee had reviewed each application prior to the meeting and presented their recommendations to the meeting. The resulting decisions are listed below.

Application No. 07/01041/AS (DEL)
Howletts Farm, Soleshill Road, Shottenden
Conversion of redundant oast and former stables into 3 dwellings (Amended plans)
SUPPORT

Application No. 08/00024/AS
Deepwell House, Chilham Castle Estate, Chilham
Fell 4 conifers (Please note: amended description only)
SUPPORT

Application No. 08/01660/AS
The Copper Kettle, The Square, Chilham
Change of use from existing tea rooms to residential dwelling
SUPPORT

Application No. 09/00150/AS
Cork Farm, Long Hill, Old Wives Lees
Conversion of an adjoining building to extend an existing holiday let to include a new dormer window and balcony to the south elevation
SUPPORT

Application No. 09/00221/AS
Hambrook House, Hambrook Lane, Chilham
Proposed replacement three storey dwelling
SUPPORT with the following comments:-
While we dont oppose the repositioning which will bring it in line with No 3 Hambrook Close we are concerned about the materials planned for the roof in an area where more traditional Kentish materials are used.
(This decision was taken after a site meeting)

Application No. 09/00252/AS
Boar Run Byre, Godmersham Park, Canterbury Raod, Godmersham
Conversion of redundant agricultural building into studio / workshop
(Consulted as the building is adjacent to the ward boundary)
SUPPORT

4/6 Finance

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

The following payments were also approved:

From the General Fund:

1098	ABC	Latin Field lease-Apr08toMar09	6.25
1099	G Dear	Clerk to 31-03-0	875.83
1100	G Dear - Expenses	Expenses - Mar 2008	148.73
1101	K Jeffery	Cleaner to 02-04-09	160.20
1102	CPRE	2009 Subscription	29.00
1105	M Sansom	Travel expenses	5.15

From Ringfenced Funds:

1103	L McBride	OCS Youth Club - Insurance	95.00
1104	C M Thomas-Gray	OWL Green - March	75.00

Total Payments	1,395.16
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A transfer of £150.00 from the instant access deposit account was approved.

Recycling Fund bids

The clerk reported that The Church, Chilham Village Hall and the Recreation Ground had all confirmed by 31st March 2009 that their project was going ahead as described in their application and their earmarkings would therefore still stand.

4/7 Website

The clerk provided an update on progress and had circulated a draft newsletter using a new format based on the logo from the website. The newsletter would be handed out at the annual parish meeting and cllrs were asked to notify him of any required changes.

4/8 OWL Small Games Court

Cllr White described plans to install a youth shelter and would meet with the Youth Club in April to consider affordable options and collect feedback.

4/9 Highways

Response to KHS draft report on Chilham Square traffic and parking measures

The draft response issued to cllrs with the agenda was approved (see Annex A).

The clerk was asked to send the response to KHS and put a copy on the website.

The clerk was asked to contact KHS and agree a summary of the report that could be posted to the website.

Damaged verge in Bagham Road (The Avenue)

The left verge just after the link road from the A252 when approaching Chilham village was badly damaged and the trench that had formed there could be a hazard to cyclists or vehicles if a wheel slipped into it.

The clerk was asked to contact Kent Highways requesting that the verge was repaired.

4/10 Meetings

Climate Change Event – a report from Cllr Sansom on the meeting at Lenham on 14th March had been circulated with the agenda.

PACT – a report from Cllr White on the meeting on 31st March had been circulated prior to the meeting.

Cllr White was asked to suggest PACT contact ACR Kent re community group grants as this could provide the required funding for their proposed speed monitoring exercise.

Community Events Committee - a report from Cllr Ralph on the meeting on 24th March had been circulated prior to the meeting. The new date for the parish fayre is 19th September.

Enjoy Chilham - a report from Cllr Ralph on the meeting held on 30th March had been circulated prior to the meeting.

Community Events Committee – a report from Cllr Adams on the meeting held on 26th Feb had been circulated with the agenda. It was noted that a Chilham Parish Summer Fayre was planned for Sunday August 9th.

ABC Planning Meeting - Cllr Kennett reported on the planning meeting on 18th March that had granted consent for the application from Downland Housing to build Local Needs Housing at Shrimpton Close

Annual Parish Meeting

The clerk confirmed that County Councillor Charles Findlay and Wealden Wheels had accepted invitations to attend.

Cllr White agreed to coordinate the production of a brief questionnaire to collect feedback on parish council performance from attendees.

The communications committee was asked to give her their suggestions for questions.

Attendance at forthcoming meetings

3 Apr – OCS Youth Club - Cllr White

7 Apr – Community Events Committee – Cllrs Adams, Barbrook, Ralph and E Taylor

15 Apr – ABC Parish Forum – Cllrs Adams and Ralph

25 Mar – KALC Ashford Area Committee – Cllr Ralph

16 Apr - Annual Parish Meeting – all cllrs

18 Apr - Annual Spring Clean – all cllrs

20 Apr – Rural Older Persons Housing Project – Visit to Icklesham – Cllrs Barbrook and Kennett

21 Apr – PACT panel

27 Apr – Enjoy Chilham – Cllr Ralph

3/11 Village Reports

CleanKent in the Avenue

Cllr R Taylor reported that on 27th March The Clean Kent team cleared the overgrown verge (up to 2ft in places) from Felborough Close to the junction with A252. This parish council initiative was arranged by KCC Community Warden Marc Sluder.

Annual Parish Spring Clean – 18th April

Cllr White reported that all the arrangements were in hand and it is hoped that all councillors will support this activity.

BBC Filming of Emma in the Square

The clerk had received a copy of the letter from the BBC given to residents of the Square and its approach roads confirming the final details of the filming. He had also been contacted by the local press regarding an article including photos.

4/12 Correspondence

4/2 Ashford Borough CAB – new service re employment, debt and welfare benefits

Action taken: notices placed on noticeboards and to be included in May parish news pages

4/9 KCC – Common Land / Village Green Seminar – 14th May

Decided not to attend

4/11 Kent Youth Service – Try Angle Awards – request for nominations

Decided not to nominate.

4/12 ABC – Litterbin and Dogbin provision 2009/10

Action taken: confirmed that the dogbin requests for Taylors Hill car park and Felborough Close would still be fulfilled

4/14 KCC – Kent Healthwatch – request to put leaflet on noticeboards
Action taken: leaflets placed on noticeboards

4/15 KALC – Membership renewal pack
The clerk was asked to raise a payment for approval at the May meeting

4/17 Kent Police – dates for mobile police station
Action taken: dates passed to Elisabeth Arter

4/18 ACR Kent – Community Owned Shops – Lenham Wed 22nd April
Decided not to pursue.

4/19 Ringmaster emails:- CORGI register now called Gas Safe Register / messages from Clean Kent on house holders responsibility re waste disposal / Kent Police high profile initiative in Ashford area / theft of field gates in Crundale / hand tools stolen from garden in OWL

Action taken: forwarded to cllrs

4/20 Trading Standard alerts:- rogue telephone calls re winning a holiday / rogue traders in Birchington offering Alarm system maintenance / public information days re householders responsibility for waste disposal / alert that Childrens Welfare Foundation is no longer a registered / rogue computer support traders

Action taken: forwarded to cllrs and Elisabeth Arter

4/21 Elgin Roadworks alerts – Branch Road Chilham, East Stour Farm on A28, junction of Bagham Lane with A28, Lower Ensden Road OWL, Bagham Lane Chilham and Ashford Road Chilham

Action taken: forwarded to cllrs

4/22 Kent Fire Service – Integrated Risk Management Plan 2009/10 – findings from the recent consultation

Action taken: forwarded to Cllr Kennett

4/25 ABC – Free signage for parish play areas

Action taken: Cllr Taylor submitted application for OWL Play Area

4/30 Southeastern – Stakeholder newsletter March 2009

Action taken: forwarded to Cllr Sansom

4/32 Elisabeth Arter – request from Crundale parish council to support their campaign to have byeway AE37 closed for quad bikes and motorised vehicles

The clerk was asked to liaise with CEPS and make a representation.

4/34 ABC – Rural older persons accommodation project – update and reminder to book places on visit to Icklesham

Action taken: forwarded to Cllrs Kennett and Barbrook

4/39 Diana Holbrook – various comments re need to salt bin in Church Hill

Action taken: forwarded to Cllr Ralph – for Salt Bin review team

4/40 OWL village hall committee – request that parish council reviews its policy for village hall lettings to ensure halls are supported in equal measure

It was agreed that an objective of the parish council was to ensure it supported village halls in equal measure.

The clerk was asked to draw up a schedule of meetings achieving this objective.

3/12 Date of next meeting

7th May , 2009 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.