

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Chilham Village Hall on 8th January, 2009 at 7.30pm

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

Apologies: Cllrs R.Marsh

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

Prior to the meeting Cllr Ralph expressed regret at the recent death of Keith Johnston, a previous vice-chairman of the parish council. This was endorsed by the rest of the meeting.

1/1 Minutes of the meeting held on 4th December 2008

The minutes were signed as a true record.

1/2 Matters arising from the Minutes

(12/2) Litter

Cllr Ralph was asked to raise the question of what support is available to prevent fly-tipping (for example from Environment Agency or ABC Environmental Control) at the next KAPC Ashford Area meeting on 4Feb.

(12/2) Alan Baker – Community Volunteer Responder Scheme

The clerk had contact Mick Troth to obtain notices to put on noticeboards

Cllrs R Taylor and White agreed to investigate further in the new year

Update required from Cllrs R Taylor and White

The clerk was asked to chase up the notices from Mick Troth

(12/2) ABC – Draft Affordable Housing Supplementary Planning Document (SPD) –

notification that this is available for review and comment between 29Sep and 11Nov

Decided no need to comment.

(12/2) KALC – Code of Conduct Consultation and making and Enforcement of Byelaws – notification of our opportunity to comment

The clerk had forwarded to Cllr Adams to review for relevance to the parish

Cllr Adams had provided her comments and these had been submitted by the clerk.

(12/2) ABC – Changes to permitted development rights – notification of significant changes to legislation governing householder developments and the need for planning permission

Planning Committee to review – passed to Cllr Barbrook

Update required from Planning Committee

(12/10) CPRE – Stop the Drop – Parish Council Toolkit

The clerk had forwarded this to Cllr White

(12/10) Kent Fire & Rescue - Integrated Risk Management Plan 2009/10 – request to complete online questionnaire by 12th Jan 09

The clerk was asked to pass to Cllrs Kennett and Marsh to complete questionnaire

1/3 Declarations of Interest

None.

1/4 Planning.

Decisions received from Ashford

Application No. 07/01618/AS

2 Cork Farm Cottages, Long Hill, Old Wives Lees

Change of use of 8m wide strip of land from agricultural to residential cartilage, construction of a timber framed garage and store and a garden room

APPROVAL OF PLANS RE CONDITION 3

Application No. 07/02159/AS

Chilham Pumping Station, Mill Lane, Chilham

Installation of new potable water pipeline from Howfield Pumping Station to a connection at Stile Farm Chilham (Subject to Environmental Impact Assessment)

APPROVAL OF PLANS RE CONDITIONS 5 & 6

Application No. 08/00166/FC

Hawkins Rough, Old Wives Lees

Cutting Coppice

NO OBJECTIONS

Application No. 08/00386/AS

Mervyn Crest, Canterbury Road, Chilham

Division of existing dwelling to form 2 dwellings

APPEAL ALLOWED – PLANNING PERMISSION GRANTED

Application No. 08/01307/AS

Old Vicarage, Church Hill, Chilham

Erection of one dwelling

WITHDRAWN

Application No. 08/01366/AS

Application No. 08/01367/AS (Listed Building Consent)

Dane Street House, Dane Street, Chilham

Alterations and structural repairs to the external elevations and alterations to the internal structure of the garage and coach house

GRANTED

Application No. 08/01368/AS

Dane Street House, Dane Street, Chilham

Construction of a new garage building with office above

GRANTED

Application No. 08/01615/AS

Chilham Park, Chilham Castle Estate, Chilham

Installation of floodlights on riding school

GRANTED

Application No. 08/01736/AS
2 Garden Cottages, Lower Lees Road, Old Wives Lees
Demolition of ground floor extensions and the erection of a two storey extension – revised scheme to approved consent application 08/01255/AS
WITHDRAWN

Applications Considered

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

Application No. 08/01582/AS (Listed Building Consent)
The Woolpack Inn, The Street, Chilham
Installation of internal partition screening in restaurant, enlargement of existing serving hatch new yorkstone fireplace hearth and log burning stove
SUPPORT

Application No. 08/01703/AS
Land adjacent to Chequers Farm, Denne Manor Lane, Shottenden
Erection of two field shelters including change of use of the land for the keeping of horses and lamas
SUPPORT with the following comments:
1) the corrugated iron shelters should be timber (more in keeping with surroundings and providing better protection)
2) concern that the land should not be overstocked with animals

Application No. 08/01735/AS
2 Garden Cottages, Lower Lees Road, Old Wives Lees
Demolition of ground floor extensions and the erection of a two storey extension – revised scheme to refused application 08/01254/AS
SUPPORT

Application No. 08/01737/AS
Application No. 08/01738/AS (Listed Building Consent)
3 Garden Cottages, Lower Lees Road, Old Wives Lees
Erection of a two storey rear extension
SUPPORT

Application No. 08/01856/AS
Fairview, Selling Road, Old Wives Lees
Construction of replacement dwelling
SUPPORT

Community Workshop on 15th January

*Cllr R Taylor agreed to contact previous attendees regarding attendance.
The clerk was asked to provide him with a list.*

1/5 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:

1058	R Taylor	Expenses-Dec meeting	30.00
1059	Audit Commission	External Audit fee	327.75
1061	Kent Men of the Trees	Subscription 2009	25.00
1064	G Dear	Clerk to 31-12-08	735.01
1065	G Dear - Expenses	Expenses - Dec 2008	84.24
1066	K Jeffery	Cleaner to 08-01-09	195.00
1067	HMRC	Tax/NI payment	234.39

From Ringfenced Funds:

1057	Pete Vogel	Youth Club - OWL Basketball	3,208.40
1060	Playdale	OWL Play Area – maintenance	55.24
1062	C M Thomas-Gray	OWL Green - November	75.00
1063	C M Thomas-Gray	OWL Green - December	75.00
1068	Weald NHW Assocn	Recycling Fund - NhW signs	165.00

Total Payments 5,510.03

A transfer of £2400.00 from the instant access deposit account was approved.

Concurrent Functions Grant

It was agreed that this should be allocated using the same principle as in 2007/8, ie £200 to Chilham Seniors and the remainder to Chilham Parish Recreation Ground, Chilham Village Hall and Old Wives Lees village hall in proportion to their insurance premiums.

The clerk was asked to produce cheques for payment at the February meeting.

Budget and Precept for 2009/10

It was agreed that no allowance needed to be made in respect of parish council bye elections as this expense could be currently be covered by the General Fund.

1/6 Freedom of Information Act

The parish council formally adopted the model scheme provided by KAPC.

1/7 Website

The clerk provided an update on progress and circulated a Whats On listing for Jan/Feb and arranged for it to be displayed on village noticeboards and in local pubs and shops and the church.

Cllrs with internet access were asked to feedback their comments on the website to the clerk.

1/8 Highways

KCC Passenger Services bus using Branch Road

The clerk was asked to complain to KCC regarding the unsuitable use of Branch Lane by a KCC school bus during w/c 5Jan and the aggressive attitude taken by the driver to oncoming vehicles.

Iced footpaths

The clerk was asked to arrange for notices on noticeboards and pieces in Parish News and KG village news reminding parishioners that they can use the grit in the salt bins to de-ice pathways in the village together with a suggestion that neighbours of elderly or less able bodied residents should offer to help with their pathways.

1/9 Meetings

ABC Standards Committee – Cllr Adams reported on a hearing attended in December
Chilham Village Hall – Cllr White reported on the December meeting

Parish Council representatives

It was agreed that the clerk and Cllr R Taylor should draw up brief terms of reference for parish council representation of village committees covering the fact that cllrs are representatives and not voting members so this could be circulated to village organisations.

Attendance at forthcoming meetings

15 Jan – Community Workshop – all cllrs
27 Jan – PACT panel – Cllr White to send apologies
28 Jan – Parish Forum – Cllrs Ralph and Adams to attend
28 Jan – OWL village hall committee – Cllr Sansom to attend
4 Feb – KALC Ashford Area – Cllrs Ralph and Adams to attend
4 Feb – ABC Rural Older Persons project – Cllrs Barbrook, Kennett and Marsh to attend

1/10 Village Reports

OWL – Cllr Sansom expressed concern over repeated dog fouling in Selling Road, Green Lane and the triangle in OWL.

The clerk was asked to contact the dog warden and arrange for a reminder to dog owners to be printed in KG village news and Parish News re dog bins and the availability of dog litter bags from the Post Office

Chilham – the meeting congratulated Cllr Barbrook and the Xmas tree committee on the success of the Xmas tree in the square.

1/11 Correspondence

1/2 Information Commissioners Office – Freedom of Information – Fulfilling your obligation to disclose information – template to complete

Action required: clerk to complete template

1/5 ABC Standards Committee – 12th December 2008 – agenda and reports

Action taken: passed to Cllr R Taylor

1/8 ACR Kent – Rural News December 2008 including request to complete communications survey

Action required: clerk to complete survey

1/9 ABC – Christmas and New Year Refuse and Recycling

Action taken: posted on village noticeboards

1/10 ABC Standards Committee – 22nd December 2008 – agenda and reports
Action taken: passed to Cllr R Taylor

1/16 Kent Police – Mobile Police Station Dates
Action taken: passed to Elisabeth Arter

1/17 Communities and Local Government – Real People, Real Power – Consultation on local authority publicity
Decision taken: clerk to answer questions and pass to Cllrs R Taylor, E Taylor and Y White to review before submitting

1/18 ABC – Parish Precepts and Community Grants 2009-2010 – Request for details of precept and concurrent grant requirement by 26th January
Action required: clerk to complete and return

1/21 Russell Palmer – request for detail of decedents of Sir Anthony Palmer and Margaret Digges family
Action taken: passed to Elisabeth Arter

1/23 Kent Youth Service – Ashford YAG minutes – 20th October 2008 / Ashford and Shepway newsletter
Action taken: forwarded to Lisa McBride

1/24 ABC – Shrimpton Close – confirmation that ABC are aware that we want the s106 agreement to be consistent
Decision taken: the meeting agreed that the new agreement should be adopted for the existing development at Shrimpton Close as well as the new development as this represented current best practice.
The clerk was asked to pass a copy to Cllr R Taylor

1/25 Smarden PC – Smarden Good Neighbour Scheme
Cllr Kennett agreed to review this in relation to the Older Persons Project.

1/27 Kent Highways – request for information about verges we maintain within our parish
Action taken: clerk replied with requested details

1/29 ABC – Older Persons Project – suggested meeting details
Action taken: passed to Cllr R Taylor and agreement reached that Cllrs Marsh Kennett and Barbrook would attend

1/31 Southeastern – Stakeholder newsletter – December 2008
Action taken: forwarded to Cllr Sansom

1/35 ABC - Urban Sites and Infrastructure Development Plan Document Issues and Options Report – notification of availability to view and comment between 19th Dec and 13th Feb
Decided not to comment

1/36 Jill Brown – Wellbeing at Home Poster – request that this is included in our next newsletter

Action required: clerk to forward to Elisabeth Arter

1/37 Jude Adams – ABC Sustainable Community Strategy 2008-2018 – for information

Action taken: forwarded to Cllr R Taylor

1/38 Anthony Perrett – Sewers – information about responsibility for private sewers being transferred to local water companies

Clerk to check relevance to cesspits in our parish

1/40 KHS – Notification of Temporary Road Closure – Perrywood Road, Chilham

Action taken: forwarded to cllrs

1/12 Date of next meeting

5th February, 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.