

## CHILHAM PARISH COUNCIL

### Minutes of the Meeting held at Old Wives Lees Village Hall on 3rd June, 2010 at 7.30pm

**Present:** Cllrs R.Marsh, A.Ralph, R.Taylor (Chairman), I Walker, Y.White

**Apologies:** Cllrs D.Kennett, M.Sansom, E.Taylor, Community Warden Karen Peck

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

#### **6/1 Minutes of the meeting held on 6th May 2010**

The minutes were signed as a true record.

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

(5/6) ACR Kent – Rural Community Retailer of 2010

The clerk was contacted Chilham Shop who had confirmed they had no objection to being entered.

Cllr White had completed and submitted the application form

(5/9) Youth Club Funds:

The clerk had paid out the remainder of the funds held on their behalf before the June meeting.

(5/9) Latin Field Small Games Shelter:

The clerk had been advised by our internal auditor not to pay the invoice until we were contacted by the administrators for Garrick Shelters

(5/9) Recycling Fund Bids – 2010:

The clerk had advertised for bids in the same way as previous years.

(5/9) Use of Church:

The clerk had raised a cheque for £14 as payment for using the church for the May meeting.

(5/11) Winkle Club – Cllr Kennett reported on the presentation evening and the £75 donation received towards Lawrence Muttons bench.

The clerk had thanked the Winkle Club for the donation and the White Horse for the £100 raised by their raffle.

(5/12) Chilham

The clerk had thanked Mrs Willett for arranging repairs to the seat in The Street

(5/12) Old Wives Lees:

The clerk had contacted Capability Gray to get the small oak tree near the play area crown lifted as soon as possible but this could not be until the Autumn when the sap had stopped rising.

The clerk had requested 3 quotes for the removal of the swings in Latin Field.

The clerk had contacted the litter picker regarding including Latin Field in his patrol once a month but the issue of payment had been raised.

(5/12) Jude Adams

The clerk had thanked ex Cllr Adams for her contribution to the parish council in the last 3 years.

(5/13) Kent Youth Service - \*\*\*TALENT SEARCH \*\*\* AND TRY ANGLES  
NOMINATION FORMS

The clerk had forwarded to the drama group

(5/13) Kent Highways - How did Kent Highways Services perform during Winter 2009/10?  
Cllr Sansom agreed to complete questionnaire.

*Update required from Cllr Sansom*

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

None.

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

#### **Decisions received from Ashford**

Application No. 08/00007/AS

Land at Builders Yard, Stone Stile Road, Shottenden

Conversion of barns into a single holiday let unit

CONSENT RE CONDITION 7

Application No. 09/00998/AS

3 Whitehill Cottages, Canterbury Road, Chilham

Proposed two storey extension with room in the roof and single storey rear extension to private dwelling

GRANTED

Application No. 09/01362/AS & 09/01363/AS

Thompsons House, Taylors Hill, Chilham

Erection of a single storey pitched roof extension to the exterior gable wall. External access with 1 external door plus two small windows

REFUSE

Application No. 10/00047/AS

Rosecroft, Selling Road, Old Wives Lees

Change of use of agricultural land to residential and the erection of 2 garages and 3 sheds (retrospective)

GRANTED

Application No. 10/00101/AS

Land adjacent to Chequers Farm, Denne Manor Lane, Chilham

Erection of stables and barn for private use

GRANTED

Application No. 10/00285/AS

The Old Sawmill, Chilham Castle Estate, Chilham

Application for Lawful Development Certificate – Proposed - Insertion of new window

REFUSED

## **Applications Considered**

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

Application No. 10/00599/AS  
The Moorings, Pilgrims Lane, Chilham  
Replacement dwelling and garage (amended scheme)

**SUPPORT**

Application No. 10/000602/AS  
Hope View School, Station Approach, Chilham  
Single storey extension to provide 2 new classrooms and a new lobby

**SUPPORT**

The following tree applications had been received after the agenda had been issued and could not be deferred until the July meeting. They were supported in principle and this was confirmed following review by Cllrs R Taylor and Y White.

Application No. 10/00070/TP (DEL)  
Cheyney House, 8 Stable Court, Chilham Castle Estate.  
T1 - Variegated Holly - cut to ground level

Application No. 10/00073/TP (DEL)  
Cumberland House, The Street, Chilham  
T1 Sycamore – fell T2 Common Ash – fell T3 & T4 Hazel stock to coppice

Application No. 10/00074/TP (DEL)  
The White House, 4 Church Hill, Chilham  
T1 – Cypress Evergreen – fell

Application No. 10/00075/TP (DEL)  
Land opposite Dovecote, Chilham Castle Estate.  
T1 & T2 – Beech - 30% crown reduction to both trees

## **6/5 Finance**

The clerk advised that the accounts for 2009/10 had been approved by the internal auditor and the Audit Return for 2009/10 was therefore approved by the meeting.

The clerk presented the accounts for 2010/11 and they were approved by the meeting.

Payments:

The following payments were approved:

From the General Fund:

|      |                 |                           |        |
|------|-----------------|---------------------------|--------|
| 1248 | G Dear          | Clerk to 30-04-10         | 600.53 |
| 1249 | G Dear          | Expenses - Apr 2010       | 84.43  |
| 1250 | K Jeffery       | Cleaner to 06-05-10       | 165.72 |
| 1251 | HMRC            | P11D payment              | 11.65  |
| 1252 | A R Groombridge | OWL grass cutting - April | 178.60 |

|      |                    |                                 |        |
|------|--------------------|---------------------------------|--------|
| 1253 | Crown Print        | PC Tips                         | 30.00  |
| 1254 | CPRE               | Membership renewal              | 29.00  |
| 1257 | C M Thomas-Gray    | OWL car park fence repair       | 35.00  |
| 1259 | Y White            | Kent Rural Retailer application | 7.46   |
| 1261 | St Marys PCC       | Hall hire                       | 14.00  |
| 1265 | Wealden Wheels     | Subscription                    | 500.00 |
| 1266 | Broker Network Ltd | Insurance                       | 9.00   |
| 1263 | ATS Services       | PAYE processing                 | 130.00 |
| 1264 | ABC                | Dog fouling signs               | 23.50  |

From Ringfenced Funds:

|      |                 |                               |       |
|------|-----------------|-------------------------------|-------|
| 1255 | C M Thomas-Gray | OWL Green Maintenance - April | 57.00 |
| 1256 | C M Thomas-Gray | OWL Green Maintenance - May   | 57.00 |
| 1260 | N Williams      | OWL Small Games Shelter       | 96.00 |

Total Payments 2,028.89

Contract to remove the swings from Latin Field:

The clerk had received 3 quotes for the work and the contract was awarded to John Russell who would be asked to complete the work within the next 2 weeks.

### **6/6 Parish Council Vacancy**

Cllr R Taylor explained that the vacancy would be filled by co-option and had been advertised on noticeboards, local press and the parish council website. Applications were requested by 18th June and a decision was expected to be made at the July meeting.

The clerk was asked to check with KALC regarding declaration of interest requirements for councillors who were friends of an applicant.

### **6/7 Highways**

Water Lane Drain Covers:

*The clerk was asked to report that these were still missing leaving dangerous holes in the highway.*

Maidstone Road:

*The clerk was asked to query why a letter signed by all residents was required to correct an error.*

Felborough Close:

*The clerk was asked to complain to ABC regarding the quality of grass cutting that left large amounts of cut grass making the area look untidy.*

Grass Verges:

*Cllr R Taylor was asked to write a letter of complaint to KHS about the quality of recent verge cutting. The earth had been scuffed and approx 1m each side of sign posts etc not cut at all.*

*Cllrs were asked to contact Cllr White with grass cutting issues so that a letter could be drafted to make a case for an improved service that could also be copied to the local press*

Priority list of highways issues

*The R&T committee were asked to draw up a list of priority issues that could be logged by the clerk.*

### **6/8 Meetings**

Enjoy Chilham - a report from Cllr Ralph had been circulated prior to the meeting.

Flower Festival - a report from Cllr Ralph had been circulated prior to the meeting.

Chilham Village Hall - a report from Cllr White had been circulated prior to the meeting.

OWL Village Hall - a report from Cllr Sansom had been circulated prior to the meeting.

### **Attendance at forthcoming meetings**

Wed 09-Jun North Weald Police and Parish Forum (Cllr White)

Wed 16-Jun Chilham Village Hall meeting (Cllr White)

Tue 22-Jun PACT meeting (Cllr White)

### **6/9 Village Reports**

CFDB Workshops:

A report on the open workshop had been distributed prior to the meeting and a further update was issued at the meeting.

Latin Field Small Games Area:

Cllr White reported that the glass in the small games shelter had been replaced and the KCC Youth Capital Fund stickers put up.

Community Broadband:

Cllr Walker reported that 10 proposals had been received by KCC and there was a meeting in Selling w/c 7th June.

Police Incident Report:

A report from PC Laker had been circulated prior to the meeting.

### **6/10 Correspondence**

(6/3) ABC – Revised Play Pack

*The clerk was asked to forward to OWL Play Group and the OCS Youth Club and ask them to return to him afterwards*

(6/4) KCC – Environment Highways and Waste Directorate: Statement of Community

Involvement: Draft for consultation

*Cllr Sansom was asked to respond on behalf of the parish council*

(6/10) Ashford's Future - Invitation to meet Sir Terry Farrell, Design Ambassador for Ashford

Action taken: forwarded to Cllr R Taylor

(6/12) ABC – Tenterden & Rural Sites DPD Minutes, Matters & Issues and Programme  
*Cllr E Taylor was asked to review the current proposals and ensure that all issues raised by the parish council apart from the height of accommodation had been adequately covered so that the clerk could then raise a representation solely regarding the height of the accommodation before 18th June.*

(6/13) Danielle Brough - Ashford Borough Broadband Survey- Resident – request to complete questionnaire  
Decided not to respond

(6/18) ACR Kent - Membership 2010/2011 renewal reminder  
Decided to renew

(6/20) Kent Police - Safer Kent Awards 2010 – request for nominations  
Decided not to respond

(6/21) Butterfly Conservation - Event in Wye for inclusion in your parish news  
Action taken: forwarded to Elisabeth Arter

(6/26) ABC - Local Area Agreement Performance Reward Grant – grant scheme to fund local community improvement projects  
Action taken: forwarded to Chilhams Future Delivery Board

(6/27) Kent Highways - Reminder: Last chance to have your say on Winter 2009/10  
Action taken: forwarded to Cllr Sansom

(6/29) Open Spaces Society - Seminar on common land and village greens  
Decided not to attend

(6/35) Kent Highways - Temporary Closure - Pilgrims Lane, Chilham - 2 June 2010  
Action taken: forwarded to cllrs and Elisabeth Arter

(6/37) Ringmaster emails:- Safer Kent Awards, Fires at Homebase and B&Q  
Action taken: forwarded to cllrs and Elisabeth Arter where appropriate

(6/38) Trading Standard alerts:- Rogue door to door traders, Assistance for mail fraud scams, doorstep callers, unsolicited phone calls, unauthorised RNLI leaflets, online ticket scams  
Action taken: forwarded to cllrs and Elisabeth Arter where appropriate

(6/39) Elgin Roadworks alerts:- A28 Canterbury Road, A28 Ashford Road  
Action taken: forwarded to cllrs

#### **6/11 Date of next meeting**

1st July, 2010 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.