

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Old Wives Lees Village Hall on 4th February, 2010 at 7.30pm

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

Apologies: Cllr R.Marsh

In Attendance: Mr G Dear (Clerk), Boro Cllr Jane Marriott

2/1 Minutes of the meeting held on 7th January 2010

The minutes were signed as a true record.

2/2 Matters arising from the Minutes

(1/2) OWL Green – fencing repairs

The clerk had obtained an estimate of £30 from Capability Gray to repair the bench in the car park and after consulting with Cllr R Taylor given Capability Gray the go ahead to do this and the repairs to the fence. This work has now been completed.

(1/2) Local Works National Co-ordinator - Please help urgently: Empowering Local Councils and the Sustainable Communities Act Amendment Bill

The clerk had forwarded to Cllr Ralph and asked him to raise the issue at the next KALC Ashford Area Committee meeting

Cllr R Taylor had raised the issue at the February meeting and it had been decided that parish councils should lobby individually and not collectively.

The clerk was asked to send an email of support as originally requested.

(1/6) Parish Council Vacancy

The clerk had written a letter of thanks to Margaret Barbrook on behalf of the parish council for her contribution to the work of the council over the last 6 ½ years and her work on the Square Xmas Tree committee.

(1/7) Parish Benches

Cllr Ralph was asked to :

- 1) agree an acceptable location with the White Horse and the Church
- 2) approach the White Horse and the Woolpack with a view to running a raffle to raise funds for replacing the bench
- 3) request a donation from the Perrywood Winkle Club

Cllr Ralph reported that a site had been agreed with the Church, the White Horse was holding a raffle and the Winkle Club would make a donation.

Cllr Ralph was asked to provide another progress report at the March meeting

(1/9) Bagham Junction – Missing Arrow:

The clerk had chased Kent Highways regarding repainting the missing arrow.

(1/9) Bagham Junction – Maidstone Road:

The clerk had advised Kent Highways that the stretch of the A252 from Bagham Junction to beyond Dane Street was named Maidstone Road and not Canterbury Road and they had agreed to include the change in March when the next version of their system is released.

(1/11) Litter Picker:

The clerk had asked the litter picker to conduct an extra patrol to clear litter that had accumulated along the pathway beside the A252 between Bagham Junction and the Fire Station.

(1/12) Diana Holbrook – Chilham Parish Design Statement bank account – request that action is taken to close the account and transfer the funds to the parish council

The clerk had arranged for the funds to be transferred to the parish council

(1/12) KALC – Training Survey

The clerk had completed and returned the survey in consultation with Cllr R Taylor

2/3 Declarations of Interest

None.

2/4 Planning.

Decisions received from Ashford

Application No. 09/00214/TC (DEL)

Vergers Cottage, Taylors Hill, Chilham

T1 Silver Birch – crown reduced by 3metres; T2 Sycamore – crown lift by 4metres

NO OBJECTIONS

Application No. 09/00215/TC (DEL)

West Bailey, The Square, Chilham

T1 Common Ash – fell

NO OBJECTIONS

Application No. 09/01090/AS

April Tarry, Lower Lees Road, Old Wives Lees

Conversion of garage into living accommodation, erection of garage and separate utility room (retrospective)

GRANTED

Application No. 09/01287/AS

O2 Telecommunications Mast Cell Ref 041699, Station Approach, Chilham

Installation of 17.5m lattice tower and an equipment cabinet and ancillary equipment within a fenced compound

REFUSE

Application No. 09/01387/AS

Cutlers Farmhouse, Maidstone Road, Chilham

Change of use to a mixed agricultural and equestrian use and the construction of all weather ménage, construction of loose boxes and haystore

GRANTED

Application No. 09/01398/AS
1 Cherry Cottages, Stone Stile Road, Shottenden
Construction of wooden garage at bottom of garden
GRANTED

Application No. 09/01402/AS
Mulberry Croft, Mulberry Hill, Chilham
Erection of Log Cabin in the back garden - retrospective
GRANTED

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. 09/01563/AS
Stowe Cottage, Cobbs Hill, Old Wives Lees
Construction of single outbuilding to replace existing outbuildings for use as tractor & implement store, housing for animals/poultry and feed store
SUPPORT

Application No. 09/01567/AS
St Hedwige, Cobbs Hill, Old Wives Lees
Alterations to include removal of front flat roof dormer, replaced with 3 x pitched dormers & new larger flat roof dormer to rear
SUPPORT

Application No. 10/00036/AS
Hambrook Lodge, Hambrook Lane, Chilham
Replacement of single dwelling, including demolition of existing bungalow and existing detached garage (revised scheme)
SUPPORT

2/5 Finance

The clerk presented the accounts for 2009/10 and they were approved by the meeting.

Payments

The following payments were approved:

From the General Fund:

1207	G Dear	Clerk to 31-01-10	600.53
1208	G Dear	Expenses - Jan 2010	31.54
1209	K Jeffery	Cleaner to 04-02-10	165.72

From Ringfenced Funds:

1210	Capability Gray	OWL Green fence repair	735.86
1211	M Barbrook	Xmas tree in Square	229.06
1211	Greenwood Audio	Xmas tree in Square	32.00

Total Payments 1,794.71

Concurrent Function Grant:

The clerk was asked to distribute the unallocated amount of the 2009/10 grant to the village halls based upon their latest insurance premiums now that all the other grants (ie OWL Xmas Lights, Chilham Seniors and Xmas tree in the Square) had been finalised and present cheques for payment at the March meeting.

Renewal of contracts:

OWL grass cutting: it was decided to stay with Groombridge as last years review had found he was significantly better value than any other firm in the area that could undertake the work.

OWL Green maintenance: it was decided to ask Trevor Ward (the current holder of the contract), Pete Vogel and Capability Gray to tender for this years contract.

Insurance: it was decided to stay with Came and Company since we were one year into a 5 year binding agreement.

2/6 Chilham Square

Report from CFDB:

The following plans had been made for the open meeting to be held ahead of the community engagement exercise:

- 1) George Kennedy had agreed to be the independent chairman
- 2) The meeting would be held in St Marys Church
- 3) The date would be end February / March
- 4) The meeting would be advertised in Parish News, local press and noticeboards as well as the parish council and CFDB websites

2/7 Highways

Pot holes:

Cllr R Taylor had met with the Kent Highways inspector and reported potholes in the parish that were not currently on the list to be repaired. The footpath at the bottom of Church Hill had also been raised and the inspector had agreed to arrange for the mud to be cleared and for ABC to send a sweeper to clear the twigs etc.

Salt bins:

The clerk was asked to raise a request for a new salt bin near Mulberry House in Mulberry Hill.

Bollard on AE36 byway:

The clerk was asked to advise Kent Highways that the bollard preventing 4x4 access to the byway had still not been reinstated.

2/8 Meetings

Enjoy Chilham meeting on 11th Jan - a report from Cllr Ralph had been circulated prior to the meeting

Chilham Village Hall meeting on 13th Jan- a report from Cllr White had been circulated prior to the meeting

PACT meeting on 12th Jan - a report from Cllr White had been circulated prior to the meeting

OWL Village Hall meeting – Cllr Sansom made a brief report

Chilham Nursing Association – Cllr Kennett made a brief report and advised that funds were being made available to help a local person

Cllr R Taylor reported that following a meeting with the contractors working at Shrimpton Close screening would be provided to retain the privacy of an adjoining property.

Annual Parish Meeting:

It was agreed that this meeting would be held on Thursday 15th April in Chilham Village Hall (large hall).

The clerk was asked to book the hall and contact the school and the church flower festival committee regarding making a short presentation at the meeting.

Attendance at forthcoming meetings

Fri	05-Feb	ABC Standards Assessment Panel (Cllr Adams)
Fri	05-Feb	Meeting in Chilham Square with Boro Cllr Marriott, English Heritage, ABC and Kent Highways (Cllr Ralph)
Thu	11-Feb	North Weald Parish Forum sub-committee (Cllr White)
Wed	17-Feb	Parish Forum (Cllr White)
Tue	23-Feb	PACT meeting (Cllr White)

2/9 Village Reports

Old Wives Lees:

Cllr White reported that the Latin Field small games court shelter had been complete with the exception of fixing the KCC Youth Capital Fund logos and that this work was in hand.

The clerk was asked to put a piece in Parish News and local press re the dog fouling problem in Latin Field.

Cllr R Taylor agreed to obtain estimates for dog fouling signs.

Cllr R Taylor reported that now the car park fencing had been repaired something ought to be done to replace further damage in the future. An estimate had been received from Capability Gray to install 5 posts with reflectors to prevent cars reversing onto the fence.

The clerk was asked to obtain 2 further quotes from local firms so that a decision could be taken at the next meeting.

The clerk was also asked to contact the OWL village hall committee and request that they make their users aware of the problem and ask them to take care when parking their cars.

Spring Clean:

It was decided not to organise this due to lack of support from parishioners last year unless a parishioner could be found from each of the villages to organise this. **It was recognised that there was a good turnout from Old Wives Lees.**

The clerk was asked to put a piece in Parish News and local press asking for any parishioner wishing to volunteer to contact him.

A252 littering (between junctions with the Avenue and Church Hill):

The clerk was asked to arrange for ABC to clear the litter.

Taylors Hill Toilet – local key holder:

The clerk reported that there was a possibility that ABC would allow a local key holder to overcome problems with the toilets being closed early.

The clerk was asked to contact PACT with regard to identifying a team of local volunteers to act as the local key holder.

2/10 Correspondence

(2/2) ABC – Concurrent Functions – Data Gathering Exercise – request to complete data gathering form

The clerk was asked to complete and return

(2/7) Ashford Counselling Service – request for a donation

Decided not to donate

(2/8) Kent Wildlife Trust – Parish Council Notices – request to put notices on parish noticeboards

Action taken: clerk posted notices on noticeboards

(2/9) KCC – KCC Local Board meeting - Request to advertise on parish noticeboards

Action taken: clerk posted notices on noticeboards

(2/10) Southeastern - Stakeholder Alert: Revised timetable

Action taken: forwarded to cllr Sansom

(2/12) Southeastern - Revised Southeastern timetable update

Action taken: forwarded to cllr Sansom

(2/13) Kent Highways - Winter Briefing Note

Action taken: forwarded to cllr R Taylor

(2/14) Southeastern - briefing update regarding services on Friday 8 January

Action taken: forwarded to cllr Sansom

(2/15) Southeastern - Southeastern train running alert

Action taken: forwarded to cllr Sansom

(2/16) ABC - Ashford Borough Council's Budget Consultation

Action taken: forwarded to cllr R Taylor

(2/18) Kent Highways - Email to all District/Borough Councillors & Parish Clerks re: snow clearance

Action taken: forwarded to cllr R Taylor

(2/19) UnlockDemocracy Campaign - Sustainable Communities Act Amendment Bill: Please lobby your MP

Action taken: see action agreed for clerk under item 2/2 Matters Arising

(2/22) Southeastern - Southeastern stakeholder newsletter – January 2010

Action taken: forwarded to cllr Sansom

(2/23) Kent Downs AONB Unit - Orchards Questionnaire - for the attention of Mid Kent Downs Parish Councils and Orchards Groups
Decided not to respond

(2/25) Southeastern - Communications survey
Action taken: forwarded to cllr Sansom

(2/26) ACR Kent - Parish Plan Events – Survey form
The clerk was asked to forward to Cllr White

(2/27) NALC - National Training Strategy (NTS) review - website and survey open
Decided not to respond

(2/28) Kent Police – Ashford Custody Suite
The clerk was asked to forward to Cllrs Ralph and White

(2/29) Kent Highways - Temporary closure - Shalmsford Road, Chilham - 6 February 2010
Action taken: forwarded to cllrs

(2/31) Kent Highways – Footway improvements, Canterbury Road
Action taken: forwarded to cllr R Taylor

(2/32) KCC - Community Orchards – request to complete questionnaire
Decided not to respond

(2/35) Ringmaster emails:- Companies advertising to purchase gold, NhW opinion survey, companies claiming to be assocd with Sky, Clean Kent warning re traders who flytip, thefts from Mulberry Hill, Ashford and Tenterden Christmas and new year policing report, Travel advice due to heavy snowfall, burglary in The Street, Chilham, Kent Fire & Rescue Survey, Community message from Kent Police, Kent Police burglary initiative, Thank you message for help provided throughout the year
Action taken: forwarded to cllrs where appropriate

(2/36) Trading Standard alerts:- rogue callers on behalf of a well know sweet company, companies advertising to purchase gold, warning to businesses re service contracts, companies claiming to be assocd with Sky
Action taken: forwarded to cllrs and Elisabeth Arter where appropriate

(2/37) Elgin Roadworks alerts:- Lower Lees Road, OWL (various); Canterbury Road, Chilham (various); Ashford Road, Chilham (various); Pilgrims Lane, Chilham (various)
Action taken: forwarded to cllrs

2/11 Parish Council Vacancy (Closed Session)

The parish council had received applications from 4 individuals for the vacancy created by the resignation of Margaret Barbrook and provided each with an information sheet describing the role of a parish councillor.

Each candidate was interviewed using an identical list of questions and the facts identified during the interviews documented and circulated to all councillors.

The council considered the facts identified during the interviews and following a ballot co-opted Ian Walker to the council.

Cllr Kennett had received a letter in support of David Hayes from a parishioner and this was read out at the meeting prior to the ballot.

The clerk was asked to thank the 3 unsuccessful candidates, David Hayes, Darril Ling and Helen Tharp, for the interest they had shown and encourage them to put their names forward when future opportunities arise to become a parish councillor.

The clerk had received 3 emails querying the procedure being adopted by the parish council to fill the vacancy. He had replied explaining the reasoning and advising that the procedure had been verified with ABC and Kent Association of Local Councils to ensure that it was both correct and as fair and transparent as possible. One of these emails had prompted a call from the local press resulting in an article clarifying the situation being printed.

Cllr Adams gave notice of her decision to resign as a parish councillor after the April meeting due to pressures from other commitments.

2/12 Date of next meeting

4th March, 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.