

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Chilham Village Hall on 7th January, 2010 at 7.30pm

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

Apologies: Cllrs J.Adams, R.Marsh

In Attendance: Mr G Dear (Clerk)

At the start of the meeting the Chairman thanked all the councillors for attending the meeting despite the adverse weather conditions.

1/1 Minutes of the meeting held on 3rd December 2009

The minutes were signed as a true record.

1/2 Matters arising from the Minutes

(12/2) OWL Green – fencing repairs

The clerk had identified a third business prepare to quote for the work and asked them meet Cllr R Taylor to ensure their quote was consistent with those already obtained.

Cllr R Taylor had obtained an estimate of £735-86 from Capability Gray at the council voted to proceed on this basis.

The clerk was asked to give Capability Gray the go ahead and ask for an estimate for the repair to the bench in the car park.

(12/5) Recycling Fund Bids

The clerk had advised Chilham Village Hall (request for c£400 towards repairs to a wall) and St Marys Church (request for £500 towards a 3 day flower festival planned for August 2010) that their bids had been supported in principle and :

- 1) requested more information from St Marys Church as soon as it was available.
- 2) suggested Chilham Village Hall get three estimates and look for funding (from Ashford Borough Council, ACR Kent or any other body with grants available to village halls)

(12/8) Roadworks at the Nook

Cllr R Traylor had made the contractors aware that their plant and equipment when stored on the verge of the A28 was obscuring sight lines and they had taken appropriate action.

(12/8) Central white line in Bagham Road between A28 and the Woolpack

The clerk had reported to Kent Highways that the white line is non existent in many places and needs repainting.

(12/9) KHS Parish Seminar

The clerk had contacted KHS and been advised that, under the new point scoring scheme, the salt bins requested for School Hill and Church Hill did not score high enough to be installed.

(12/11) Kent Fire & Rescue – Integrated Risk Management Plan 2010/13 – draft plan and questionnaire

Cllr Kennett had completed the questionnaire and the clerk had returned it to Kent Fire & Rescue

(12/11) Kent Air Ambulance Trust – Annual Report and request for donation
The clerk had raised a donation of £50 for approval at this meeting
(12/11) Lord Lieutenant of Kent – invitation to Civic Service
The clerk had sent apologies

(12/11) KALC – request for support for Joint Parish Groups fight against the Kent
International Gateway proposal
The clerk had sent an email of support

(12/11) 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
Update required from Cllr Ralph at next meeting

(12/11) ABC - Proposed Changes to the Tenterden and Rural Sites DPD Regulation 27-
Publication Version will be available for you to view and comment between the following
dates: 27/11/09 and 08/01/10
The clerk had registered the parish councils support of the amendments

1/3 Declarations of Interest

None.

1/4 Planning.

Decisions received from Ashford

Application No. 08/01328/AS
The Moorings, Pilgrims Lane, Chilham
Replacement dwelling
CONSENT RE CONDITIONS 2 & 3

Application No. 09/01297/AS
Jolimont, Bowerland Lane, Chilham
Proposed first floor extension providing bedroom/en-suite and dressing area
GRANTED

Application No. 09/01298/AS
Lane House, New Forest Lane, Old Wives Lees
Erection of a two storey side and rear extension with dormer windows to roof
GRANTED

Application No. 09/01364/AS
Sylvilla, Canterbury Road, Chilham
Stationing of two additional mobile homes within residential curtilage
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. 09/00214/TC (DEL)

Vergers Cottage, Taylors Hill, Chilham

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

SUPPORT

Application No. 09/00215/TC (DEL)

West Bailey, The Square, Chilham

T1 Common Ash – fell

SUPPORT

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

OPPOSE - the mast will be too close to private houses and be more visible and potentially more dangerous than the previous application 09/00845/AS that was refused

Application No. 09/01398/AS

1 Cherry Cottages, Stone Stile Road, Shottenden

Construction of wooden garage at bottom of garden

SUPPORT

Application No. 09/01402/AS

Mulberry Croft, Mulberry Hill, Chilham

Erection of Log Cabin in the back garden – retrospective

SUPPORT provided it is not intended for residential use

Application No. 09/01488/AS

11 Mountain Street, Chilham

Proposed loft conversion consisting of dormer to the rear and rooflight windows to the front elevation

SUPPORT

Application No. 09/01536/AS

Old Vicarage, Church Hill, Chilham

Proposed single dwelling on land adjacent

SUPPORT

1/5 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:

1195	G Dear	Clerk to 31-12-09	600.73
1196	G Dear	Expenses - Dec 2009	147.14
1197	K Jeffery	Cleaner to 07-01-10	201.72
1198	HMRC	PAYE payment	192.94
1199	Kent Air Ambulance	Donation	50.00
1200	A R Groombridge	OWL grass cutting - November	87.40
1201	Kantara	Website hosting	204.35
1202	Chilham Village Hall	Hall hire - council meetings	99.00
1203	Chilham Village Hall	Hall hire - events committee	14.00
1204	OWL Village Hall	Hall hire - council meetings	56.00
1205	Cordwainer UK	Taylors Hill toilet sign	23.00

From Ringfenced Funds:

1192	OWL Village Hall	CF Grant - Xmas lights	249.94
1194	OWL Village Hall	CF Grant - Xmas lights	100.00
1206	Greenwood Audio	Xmas tree in Square	50.00

Total Payments 2,076.22

1/6 Parish Council Vacancy

The clerk advised that applications had been received from 4 candidates and that the parish council now needed to decide which of these candidates should be co-opted to the parish council.

KALC had advised that the parish council should interview each candidate and assess them based upon a agreed checklist of competencies.

It was agreed that:

- 1) Cllrs R Taylor and Kennett should draw up the required list of competencies and issue this for approval to all councillors.
- 2) The clerk should invite all candidates to an interview on 28th January (or arrange another suitable date before the February parish council meeting for any candidate not available on this date)
- 3) Cllrs R Taylor and Kennett should interview each candidate and score them against the agreed competencies
- 4) Cllrs R Taylor and Kennett should present their findings to the February council meeting and a vote should be taken to decide which candidate to co-opt

The clerk was asked to write 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

Following a proposal from Cllr Ralph it was agreed that the parish council should provide financial support from the general fund for the replacement of Lawrence Mutton's bench outside the White Horse pub.

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*

The parish council would then provide any residual amount required to reinstate the bench from its general fund.

1/8 Chilham Square

Report from CFDB:

Kent Downs and Leader had finally approved the funding application for the community engagement exercise and had applied to SEEDA for the required funding.

CFDB are now liaising with their selected urban design consultants to plan an open meeting to inform the community of their plans and collect feedback that can be taken into account in the detailed planning of the community engagement exercise

1/9 Highways

Bagham Junction:

The clerk was asked to chase Kent Highways regarding repainting the missing arrow.

Maidstone Road:

The clerk was asked to advise Kent Highways that the stretch of the A252 from Bagham Junction to beyond Dane Street was named Maidstone Road and not Canterbury Road.

1/10 Meetings

KALC Ashford Area Committee - a report from Cllr Ralph had been circulated prior to the meeting

North Weald Parish Forum - a report from Cllr White had been circulated prior to the meeting

Attendance at forthcoming meetings

Mon	11-Jan	Enjoy Chilham (Cllr Ralph)
Tue	12-Jan	PACT meeting (Cllr White)
Wed	03-Feb	KALC Ashford Area Committee (Cllr Ralph)

1/11 Village Reports

Old Wives Lees:

Cllr R Taylor reported that Downland Housing would address a privacy issue raised regarding the development at Shrimpton Close.

Theft of diesel and a salt bin had been reported to the relevant authorities.

KCC Community Warden:

The clerk reported that KCC would not be recruiting a replacement community warden until June/July 2010 and that the current interim arrangement with Aaron Kaye and Karen Peck would continue until then.

Litter Picker:

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

1/12 Correspondence

1/4 ABC – Tenterden & Rural Sites DPD – notification of consultation of changes

Action taken: already considered at December meeting

1/8 KCC – Community Infrastructure Provision Service Strategies – details of consultation period

Decided not to respond

1/9 Audit Commission – Appointment of External Auditor – request for comments on proposed appointment by 8th January

Decided no need to comment

1/14 ABC – Parish Precepts and Concurrent Grants 2010-11 – request for details of 2010/11 precept and application for concurrent functions grant

Action taken: precept figure provided and maximum grant of £2066-82 requested

1/19 KALC Ashford Area Committee – agenda for meeting on 3rd February and minutes of meeting on 2nd December

Action taken: minutes forwarded to cllrs

1/21 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 was asked to arrange for the funds to be transferred to the parish council

1/25 ABC – Joseph Hadlum Court Extra Care Scheme - notes from visit on 24th November to this 36 flat extra care scheme

Action taken: the clerk provided a copy for Cllr Kennett at the meeting

1/26 KALC – Training Survey

The clerk was asked to complete and return the survey in consultation with Cllr R Taylor

1/30 Kent Highways - New Salt Bin Policy

Action taken: forwarded to Cllrs R Taylor and Ralph

1/31 NALC - Subscribe today to DIS or DIS Extra (Direct Information Service)

Decision taken: decided not to subscribe

1/33 Steven Robinson - Research Associate - UCL Bartlett School of Planning - ESRC
Research Project
Decided not to put him in contact with the parish appraisal group as it was no longer active

1/36 NALC - Conferences & Events Survey
Decided not to complete survey

1/38 Paul Miller – The old Telephone exchange – concern re dangerous condition
Action taken: forwarded to ABC with request to take appropriate action

1/41 Southeastern - Stakeholder Newsletter December 2009
Action taken: forwarded to Cllr Sansom

1/44 Kent Highways - Temporary Closure - Pilgrims Lane, Chilham - 18 January 2010
Action taken: requested measures are taken to address issue of residents being forced to
access A28 using Bowerland Lane junction

1/45 Kent Highways - Winter Gritting: Email to all District/Borough Councillors & Parish
Clerks
Action taken: forwarded to Cllr R Taylor

1/53 Ringmaster emails:- 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

1/54 Trading Standard alerts:- email scam requesting bank details, unsolicited phone calls
asking for money, cold callers selling kitchen utensils, company offering free benefit advice,
cold callers offering security door alarms
Action taken: forwarded to cllrs and Elisabeth Arter where appropriate

1/55 Elgin Roadworks alerts:- Selling Road, OWL; Canterbury Road, Chilham (junction with
Mulberry Hill); Canterbury Road, Chilham (near parking bay)
Action taken: forwarded to cllrs

1/12 Date of next meeting

4th February, 2010 in Old Wives Lees 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.