

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Chilham Village Hall on 12th May, 2011 at 7.30pm

Present: Cllrs A Brown, B Glancy, D Kennett, A Millar, M Norton, A Ralph (Chairman), G Swan, H Tharp

Apologies: Cllr E Taylor, Community Warden K Peck, Boro Cllr D Marriott

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

5/1 Election of Chairman

Nominations were received for Cllrs Millar and Ralph.

Cllr A Ralph was elected.

5/2 Election of Vice-chairman

Cllr D Kennett was re-elected un-opposed.

5/3 Election of Committees and Representatives

Annex A lists the committees and representatives for 2011/12.

5/4 Annual Accounts

The clerk presented the final accounts for 2010/11 and they were approved by the meeting. Following a query regarding CFDB invoices, the clerk explained that the £9000 CFDB invoice payments had been repaid in full by:-

- 1) £8000 received from CFDB (this was the funding CFDB had received from Kent Downs and Marshes Leader) plus
- 2) a further £500 received from CFDB (this was the £500 grant awarded to CFDB by the parish council in April 2007) plus
- 3) a further £500 held in a ring-fenced fund (this was the £500 donation received from the BBC in respect of the Emma filming in 2010).

5/5 Minutes of the meeting held on 28th April 2011

The minutes were signed as a true record.

5/6 Matters arising from the Minutes

(4/13) Overhanging trees along A252 footpath between Church Hill and Taylors Hill:

The clerk had contacted landowners responsible to the trees and asked for overhanging branches to be trimmed back. It had been noted that some trimming had been done at the Taylors Hill end and more work was planned but Cllr Ralph reported that some trees appeared to be overhanging over the A252.

Cllrs Ralph and R Taylor had met at the site and identified the outstanding work required and the clerk had written to the property owner requesting that the situation was addressed within 14 days. Some work had been done but further work had been delayed due to theft of tools.

(4/13) Potholes:

The clerk had sent a letter to the KCC cabinet member including an account prepared by Cllr White, this had been acknowledged and a reply had been received.

The meeting agreed it was disappointed in the reply as it did not attempt to resolve any of the concerns raised in the original letter.

The clerk had acknowledged receipt and registered this disappointment. As a result a meeting was held with a representative from the KCC cabinet member on 26th April.

Cllr White provided a written report of this meeting and a follow up response was expected from Kent Highways.

The clerk was asked to monitor the situation.

(4/13) Tourist Information Board:

Cllr Kennett was asked to liaise with Chilham Tourism and Traders Group regarding the internal repairs required.

Update required from Cllr Kennett

(4/13) Big Talk filming in Chilham:

The clerk had added Cllr Ralph as Filming Contact on the list of parish council representatives.

Cllr Ralph was asked to produce a Film Production Bible for Chilham that could be used for future approached by film companies. There had already been further approaches from BBC Top Gear.

Update required from Cllr Ralph

(4/13) Refurbished noticeboard:

The clerk had contacted ABC regarding installing the old Shottenden noticeboard in Taylors Hill car park but had not received a response.

Cllr White had obtained an estimate for using the refurbished noticeboard to replace the existing one in Shottenden.

The meeting agreed that the refurbished noticeboard should be installed at Shottenden and that a further noticeboard should be installed at Taylors Hill car park.

Cllr Kennett was asked to liaise with Cllr White regarding estimates already received.

(4/18) Light not working at junction on Avenue with A252:

The clerk had reported this.

(4/18) Dropped kerb in Northdowns Close:

The clerk had reported this.

(4/20) Shottenden:

Cllr R Taylor reported that a resident had maintained the flower tubs next to the refurbished bench.

The clerk had written a letter to the resident commending his public spirited action.

(4/20) Chilham:

Cllr R Taylor agreed to contact British Transport Police regarding the camper van that was repeatedly parking on railway property.

Cllr Tharp agreed to contact the Southeastern duty manager regarding litter on the platforms.

(4/20) Old Wives Lees:

Cllrs R Taylor reported that he and Cllr White would be prepared to carry out regular inspections of OWL Green, OWL Play Area, Latin Field and the benches and flower tubs in OWL for the next parish council if this was acceptable.

The clerk had made the new council aware of this offer earlier in the meeting.

(4/21) Open Spaces Society – renewal notice

The clerk had raised a cheque for payment at the May meeting

(4/69) KALC – Clerks Conference Wed 15th June

The clerk was asked to book a place but on further investigation did not consider the course offered sufficient benefit.

(4/72) ABC – Planning Training for Parish Councils

It was agreed that Cllr Kennett should attend.

The clerk was asked to book a place.

(4/96) NALC - NALC helps you deliver more - Communities in Action Conferences 2011

It was decided not to attend.

(4/98) Andrew Wickham - Community Payback work available

Cllrs were asked to advise the clerk of any suggestions.

Cllr Swan was asked to liaise with the Payback Scheme regarding ground clearance work at the back of 40 to 48 Felborough Close (land owned by ABC and a local farmer).

The clerk agreed to contact the Payback Scheme and advise them of the suggestion.

5/7 Minutes of the Annual Parish Meeting held on 21st April 2011

It was agreed that this item should be deferred until the June meeting.

5/8 Declarations of Interest

None.

5/9 Planning.

Decisions received from Ashford

Application No. 11/00045/TC

Cheyney House, 8 Stable Court, Chilham Castle Estate, Chilham

T1 - Yew Tree (Taxus Baccata) - remove overhanging branches.

RAISE NO OBJECTION

Applications Considered

Application No. 11/00475/AS

Badgers Hill House, New Cut Road, Chilham

Proposed two storey side extension with dormer window at the rear

SUPPORT

5/10 Finance

The clerk presented the accounts for 2011/12 and they were approved by the meeting.

Payments:

The following payments were approved:

From the General Fund:

1384	Crown Print	PC Tips	30.00
1385	Open Spaces Society	Subscription	40.00

From Ringfenced Funds:

1371	CM Thomas Gray	OWL maintenance	60.00
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Total Payments			130.00
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Insurance Renewal:

The clerk had received 2 equivalent quotes for the insurance contract (from Aviva – who provide the current insurance, and Zurich Municipal).

The current insurer was selected on the basis of cost.

5/11 Meeting Procedures

Cllr Millar outlined his proposal for more focussed parish council meetings and clearer parish council priorities.

It was agreed that a special council meeting should be held in July to discuss these proposals. *All cllrs were asked to canvas opinion and produce a shortlist comprising a brief description of each issue and a proposal to address it.*

The shortlists should be received by the clerk before the July meeting.

5/12 Highways

Gas main roadworks in the Square:

The clerk had received details via KHS of planned roadworks (lasting around 4 weeks) with a request to identify the most suitable time to carry them out.

The meeting agreed that the works would be cause a problem during school drop off / pickup period and suggested the school holidays as a suitable time.

The clerk was asked to advise KHS of this view.

(Following concerns raised by CTRG after the meeting this issue has been passed to the R&T committee to resolve following consultation with the school, the church and traders in the Square and the clerk advised KHS accordingly.)

Reinstatement of Central White Line along Bagham Road:

The clerk was asked to chase this with KHS.

5/13 Meetings

Sawmills Workshop:

A draft report of the workshop from ABC had been distributed prior to the meeting.

KALC Ashford Area Committee:

Minutes of the April meeting and the agenda for the AGM on 1June been distributed prior to the meeting.

Recreation Ground:

Cllr Ralph had circulated a report of a recent meeting regarding the KM Charity Walk prior to the meeting.

Filming in Chilham:

Cllr Ralph had circulated a report of recent meetings regarding the “Chickens” filming prior to the meeting.

5/14 Village Reports

Chilham Lakes:

Cllr Swan provided an update on fishing in Chilham Lakes.

The clerk read out an email from Boro Cllr Marriott following a meeting with the new owner of Chilham Mill.

St Marys Churchyard:

The clerk had received a request for a grant towards ground maintenance work required in the churchyard.

The clerk was asked to reply suggesting bidding for a grant from the recycling fund and also making use of the community payback scheme.

Wealden Wheels:

The clerk had received an invitation for a guest and partner to attend a barbeque the following Tuesday.

The clerk was asked to explain that no-one was available to attend.

5/15 Correspondence

(5/2) KHS - Road Closure for Filming - The Square, Chilham - 4 May 2011

Action taken: forwarded to cllrs

(5/3) KCC - Vegetation clearance contract Chilham – request for information

Cllr Swan was asked to respond on behalf of the R&T committee

(5/4) KHS - Update on Overnight Closures - Drovers Roundabout - 3 May 2011

Action taken: forwarded to cllrs

(5/6) KHS - Emergency Closure - Tufton Street & Bank Street, Ashford - 3 May 2011

Action taken: forwarded to cllrs

(5/9) KCC - Next Generation (Superfast) Broadband Event in Kent - 20th May

Decided not to attend.

The clerk was asked to request a copy of the minutes

(5/11) KHS - M20 to close as footbridge arrives

Action taken: forwarded to cllrs

(5/12) Tom Rainsbury - Community broadband – concern re questionnaire

The clerk was asked to ask for a suggested alternative statement to describe the current situation that would address the concern.

(5/15) Ringmaster emails:- Kent Fire & Rescue message re vulnerable members of the community, Kent Key Link
Action taken: forwarded to cllrs

(5/16) Trading Standard alerts:- Salvation Army scam
Action taken: forwarded to cllrs

(5/17) Elgin Roadworks alerts:- Shalmsford Road, Chilham; New Cut, Chilham; Canterbury Road, Chilham
Action taken: forwarded to cllrs

5/16 Date of next meeting

2nd June, 2011 in Old Wives Lees Village Hall

715pm for 730pm

Mr P Wead will be attending in place of the clerk

PLEASE NOTE: All actions are recorded in *italics*. Please provide the clerk with an update 2 weeks after the meeting.