

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Chilham Village Hall on 28th April, 2011 at 7.30pm

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

Apologies: Cllr Y.White, Community Warden K Peck

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

At the start of the meeting, Cllr R Taylor thanked all the cllrs for their efforts over the last 4 years.

4/12 Minutes of the meeting held on 7th April 2011

The minutes were signed as a true record.

4/13 Matters arising from the Minutes

(4/2) 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.

The clerk was asked to monitor the situation.

(4/2) 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.

(4/4) Sawmills site:

Cllr Kennett and the clerk had attended a meeting on Friday 8th April at ABC to plan the workshop

The clerk had requested a reminder for the workshop in the following weeks Parish News.

(4/5) Assets Register:

The clerk had updated this with an update provided by Cllr R Taylor regarding the benches and planters in the parish.

(4/5) 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

(4/7) Members Highway Fund Gateway proposals:

As a result Cllr Wickham was suggesting the gateway be moved further down The Avenue near the slip road from the A252.

The clerk had advised Cllr Wickham that the meeting supported his suggestion for the gateway be moved further down The Avenue near the slip road from the A252.

(4/7) Debris left following accidents:

The clerk had report this debris to ABC for removal and copied Boro Cllr Marriott on the email.

(4/7) Highway priorities for 2011/12:

In response to a request for parish highway priorities from KHS the clerk had replied with the following:

1) Footpath at bottom of Church Hill at junction with A252 - Mud etc regularly washes down Church Hill and builds up on the footpath along the A252 at the bottom. If the footpath was raised by 4in this problem might be prevented.

2) Repair to broken edge of carriageway along Shalmsford Road

3) Pothole repairs

4) Reinstatement of central white line along Bagham Road / The Street up to the junction with Herons Close

5) Mismatched tarmac in The Square and feeder streets

(4/8) Annual Parish Meeting:

Cllr Ralph had arranged wine and nibbles.

Cllrs had provided the clerk with suggested amendments to the May edition of PC Tips and this had been submitted for publication in Parish News and had been circulated at the APM.

(4/8) 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.

Update required from Cllr Ralph

(4/9) 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.

(4/9) OWL Play Area trip hazard:
The clerk had arranged for the work to be carried out.

(4/10) KALC – Membership renewal:
The clerk had prepared a cheque for payment at the 28th April meeting.

4/14 Declarations of Interest

None.

4/15 Planning.

Decisions received from Ashford

Application No. 11/00042/FC
Hawkins Rough, Long Hill, OWL
W1 - Felling coppice.
RAISE NO OBJECTION

Application No. 11/00043/FC
Hawkins Rough, Long Hill, OWL
W1 - Felling coppice - Woodland grant scheme case reference 25429.
RAISE NO OBJECTION

Application No. 11/00233/AS
Garage north east of 9, Church Hill, Chilham
Alterations to existing garage including new door and windows, cladding and a pitched roof
PERMIT

Application No. 11/00241/AS
Stowe Cottage, Cobbs Hill, OWL
Two detached single storey buildings for use as a tractor and implement store for housing of livestock.
PERMIT

Application No. 11/00242/AS
Yew Tree Cottage, Soleshill Road, Shottenden
Side extension to main building, conversion & extension of existing garage to form annexe, replacement porch roof & proposed garage
PERMIT

Application No. 11/00318/AS
Application No. 11/00319/AS (Listed Building Consent)
Thompsons House, Taylors Hill, Chilham
Proposed single storey rear extension.
PERMIT

Applications Considered

None to consider.

4/16 Finance

The clerk presented the final accounts (including the funds transferred from general fund to ringfenced funds to meet agreed reserving policy) and the audit return for 2010/11 and they were approved by the meeting.

Payments:

The following payments were approved:

From the General Fund:

1369	OWL Village Hall	Hall hire	75.00
1370	Chilham Village Hall	Hall hire	66.00

From Ringfenced Funds:

1371	CM Thomas Gray	OWL maintenance	57.00
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Total Payments 198.00

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:

1372	G Dear	Clerk to 30-04-11	628.97
1381	G Dear	Expenses - April 2011	65.93
1373	K Jeffery	Cleaner to 05-05-11	165.72
1374	Royal Mail	PO Box	170.00
1375	Royal Mail	Mail to Clerk	30.00
1376	KALC	Subscription	571.94
1377	A Ralph	APM wine and nibbles	51.76
1378	M Sansom	Expenses	7.90
1379	Y White	Expenses	11.80
1380	D Kennett	Shottenden bench repair	60.00

From Ringfenced Funds:

None

Total Payments 1764.02

4/17 Chilham Square

Cllr E Taylor presented a proposal from Chilham's Future Delivery Board (CFDB) that CFDB should work with Chilham Parish Council to progress the scheme that achieved community support following the community engagement exercise (ie option2) and added that this proposal was intended to formalise the working relationship between CFDB and the parish council.

The meeting approved this proposal.

4/18 Highways

Light not working at junction on Avenue with A252:
The clerk was asked to report this.

Dropped kerb in Northdowns Close:
The clerk was asked to report this.

4/19 Meetings

Filming in Chilham:

Cllr Ralph reported on various meetings concerning the BigTalk pilot and the plans for BBC's Top Gear to use Chilham.

It was agreed that the Big Talk donation should be held in a Filming Donation ring fenced fund.

3rd Rail Summit:

Cllr Sanson had circulated a report prior to the meeting.

4/20 Village Reports

Shottenden:

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

The clerk was asked to write a letter to the resident commending his public spirited action.

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.

Old Wives Lees:

Cllr R Taylor reported a noise nuisance involving a motor bike that he had helped to resolve. 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 was asked to make the new council aware of this offer at the May meeting.

4/21 Correspondence

(4/66) KALC – Parish News including Good Councillors Guide

Action taken: ordered 4 copies for the new PC

(4/67) Open Spaces Society – renewal notice

Decided to renew.

The clerk was asked to raise a cheque for payment at the May meeting

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

Decided the clerk should attend.

The clerk was asked to book a place

(4/71) Bartlett Tree Experts – request to be considered for arboricultural tenders
Decided not to respond

(4/72) ABC – Planning Training for Parish Councils
The clerk was asked to raise this with the new council at its May meeting.

(4/76) Department for Communities and Local Government - Code of Practice on Local Authority Publicity
Action taken: added to parish council code of practice documentation and posted to website

(4/77) ABC - Parish Newsletters/Magazines/Websites – request for details
Action taken: supplied details of Parish News. PC Tips and PC website

(4/79) KHS – Priorities for New Financial Year
Action taken: raised at 7 April meeting

(4/81) ABC – Statements of Persons nominated for local elections
Action taken: displayed on noticeboards

(4/83) KCC - The Third Kent Rail Summit - 27 April 2011
Action taken: forwarded to cllr Sansom

(4/86) KHS - Temporary 10 mph Limit - A20 Maidstone Rd, Ashford - 16 & 17 April 2011
Action taken: forwarded to cllrs

(4/88) KHS - Overnight Closures - Drivers Roundabout - from 11 April 2011
Action taken: forwarded to cllrs

(4/95) Mark Hobday - Chilham Sawmills Site Community Workshop - Thursday 14th April – input to the workshop
Action taken: forwarded to ABC

(4/96) NALC - NALC helps you deliver more - Communities in Action Conferences 2011
The clerk was asked to raise this with the new council at its May meeting.

(4/98) Andrew Wickham - Community Payback work available
Cllrs were asked to advise the clerk of any suggestions.

(4/99) ABC - Leader Announcements - Exec 14th April 2011
Action taken: forwarded to cllr R Taylor

(4/101) KCC - Computer access and parish councils
Action taken: replied that no internet access facilities are provided by the parish council, village halls or churches in our parish

(4/104) ACR Kent - The Future of Village Shops/Post Office and Pubs – spaces still available
The clerk was asked to forward this to CTRG.

(4/108) Ringmaster emails:- bogus workmen, unsolicited phone calls offering money, bogus census collectors, scam awareness month, cloned electricity meter key, loan scams, replacement Watch liaison officer
Action taken: forwarded to cllrs

(4/109) Trading Standard alerts:- Canterbury doorsteppers, burglar alarm telephone scam, advertising space scam, govt debt settlement order scam, underage sales information request, BWC trader to the rescue, unsolicited phone calls offering money, bogus census collectors
Action taken: forwarded to cllrs

(4/110) Elgin Roadworks alerts:- A28 Canterbury Road, Chilham
Action taken: forwarded to cllrs

4/22 Date of next meeting

12th May, 2011 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.

After the meeting:-

Cllr R Taylor thanked Boro Cllr J Marriott on behalf of the parish council for her contribution to the parish during her 16yrs as borough councillor.

Cllr M Sanson thanked Cllr R Taylor for the work he had done as chairman.