

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Old Wives Lees Village Hall on 3rd February, 2011 at 7.30pm

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

Apologies: PC Matt King, Community Warden K Peck

In Attendance: Mr G Dear (Clerk), 1 member of the public

2/1 Minutes of the meeting held on 6th January 2011

The minutes were signed as a true record.

2/3 Matters arising from the Minutes

(1/3) Taylors Hill Car Park Noticeboard:

The meeting agreed to accept the Enjoy Chilham offer keep this noticeboard updated.

Cllr Kennett had liaised with Enjoy Chilham on this and would continue to do so.

Update required from Cllr Kennett

(1/3) Bench by Shottenden village sign:

Cllr Kennett had inspected the bench and had offered to arrange for the bench to be repaired using volunteers from the community.

Update required from Cllr Kennett

(1/3) Overhanging trees along A252 footpath between Church Hill and Taylors Hill:

It had been noted that some trimming had been done at the Taylors Hill end.

All landowners had confirmed that they would address the issue.

Cllr Ralph was asked to monitor the situation.

Update required from Cllr Ralph

(1/3) Kent Fire & Rescue – Towards 2020 – draft plans for the future – request for feedback

The clerk had forwarded a copy to cllr Kennett who had completed the questionnaire.

The clerk had returned the completed questionnaire to Kent Fire & Rescue.

(1/3) Anthony Perrett - Chilham Charities & Loud's Educational Foundation Accounts

The clerk had contacted Rev Chris Duncan and been advised that:

- the United Charities funds were for the benefit of any needy person in the parish upon application to Rev Chris Duncan

- interest from the Louds foundation was paid to Chilham school

The clerk had raised awareness of the united charities funds in local pres.

A similar piece would be included in March Parish News.

(1/8) Potholes:

Cllr Walker agreed to provide the clerk with details of Potholes in Shottenden so these could be logged on the KHS portal.

Cllr Walker advised that KHS had completed the repairs.

(1/8) Mismatched tarmac in the Street:

The clerk had chased KHS to reinstate with correct materials.

(1/10) Proposed development of Sawmills site:

It was agreed the subcommittee should seek advice from Ashford Borough Council before proceeding further. The clerk had advised Lee Evans Planning of the subcommittee plans.

(1/10) Parish Council handover:

It was agreed that Cllr R Taylor would draw up a handover document for the next parish council (due to be elected in May 2011) explaining current roles and responsibilities.

Update required from Cllr R Taylor

(1/11) Ashford CAB - Citizens Advice Debt Advice Service – request to advertise on noticeboards

The clerk had posted details on noticeboards where room

(1/11) ABC - Draft Landscape Character SPD will be available for you to view and comment
The clerk had obtained a copy of the document and forwarded to the planning committee to provide comments.

Cllr E Taylor was asked to provide the clerk with comments as soon as possible so these could be forwarded to ABC.

(1/11) ABC - Urban Sites and Infrastructure DPD Regulation 27 - Publication Version will be available for you to view and comment

The clerk had obtained a copy of the document and forwarded to the planning committee who had decided not to comment

2/4 Declarations of Interest

None.

2/5 Planning.

Decisions received from Ashford

Application No. 10/01593/AS

Heron Manor, Mountain Street, Chilham

Internal alterations including removal of partition walls including windows and doors on ground and first floor. Insertion of new partition walls on ground & first floor. Creation of bathroom on first floor and en suite on second floor. New conservation roof light fitted at ground floor.

GRANT CONSENT

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. 10/01719/AS

Yew Tree Cottage, Soleshill Road, Shottenden

Side extension to main dwelling, conversion & extension of existing garage to form annex, replacement porch roof and proposed garage.

SUPPORT

Application No. 10/01737/AS
Badgers Hill House, New Cut Road, Chilham
Removal of agricultural occupancy condition (76/388/AS iv c)

OBJECT - the property was purchased as an agricultural dwelling on agricultural land and this should not be changed - agricultural dwellings in the rural area are a finite resource and should not be unnecessarily reduced.

Application No. 10/01738/AS
Chilham Car Sales, Canterbury Road, Chilham
Proposed spray/drying booth.

SUPPORT - provided ABC :

**1) ensure environmental protection requirements covering issues including waste water disposal, spray paint air pollution and disposal of fumes are adequately addressed, and
2) confirm the presence of all appropriate certificates for this type of business operation.**

Application No. 11/00021/AS
The White House, 4 Church Hill, Chilham
Replacement of flat roof with pitched roof to rear elevation

SUPPORT

Sawmills site:

The Sawmills subcommittee had drafted a letter to be reviewed by Boro Cllr Jane Marriott and ABC.

Cllr Tharp was asked to forward this draft to the clerk so that it could be forwarded to Cllr Marriott.

Cllr R Taylor was asked to forward copies of the letters received from Lee Evans Planning to the sub-committee

2/6 Finance

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:

1341	G Dear	Clerk to 31-12-10	600.53
1342	G Dear	Expenses - December 2010	215.77
1343	K Jeffery	Cleaner to 06-01-11	165.72
1346	Chilham Village Hall	Hall hire	120.00

From Ringfenced Funds:

1344	M Barbrook	CF Grant - Xmas Tree in Square	263.81
1345	OWL Village Hall	CF Grant - Xmas lights	250.00

Total Payments 1,615.83

CFDB project:

The clerk confirmed that the outstanding payment of £8000 due from CFDB in respect of their community engagement exercise had been received. As a result all payments made on behalf of CFDB from parish council funds had been repaid.

Concurrent Function Grant:

It was agreed that a grant of £200 from this fund should be made to Chilham Seniors as in previous years.

The clerk was asked to distribute the unallocated amount of the 2010/11 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.

2/7 Standing Orders and Financial Regulations

Standing Orders:

A revised version had been circulated with the agenda.

The revisions and the removal of the paragraph concerning smoking during meetings were approved (see AnnexA).

Financial Regulations:

A revised version had been circulated with the agenda.

The revisions were approved (see AnnexB).

2/8 Community Broadband

Cllr Walker reported on the open meeting held on 27th January.

The meeting decided that the next steps were:

- 1) using the feedback from the questionnaires, parish councillors would approach individuals to form a sub-committee*
- 2) the clerk was asked to advertise in the local press that the parish council is keen for people from each village to form a sub-committee*

2/9 Highways

Potholes:

Cllr White agreed to prepare an account of the pothole repair work carried out in the parish last year and the unsatisfactory results achieved so the clerk could include this in a letter to the new KCC member with responsibility for highways asking:

- 1) what went wrong last year*
- 2) what would be done to improve things this year*

Members Highway Fund:

The clerk was asked to chase KCC Cllr Wickham for an update on his proposed scheme.

2/10 Meetings

KALC Ashford Area – Cllr Ralph reported on a recent meeting

OWL Village Hall – Cllr Sansom had circulated a report prior to the meeting

North Weald Parish Forum – Cllr Kennett reported on a recent meeting

PACT – Cllr Tharp reported on a recent meeting

Xmas Tree in the Square - Cllr Kennett reported on a recent meeting

Attendance at forthcoming meetings:

Tue 15-Feb PACT meeting (Cllr Tharp)

2/11 Village Reports

Annual Parish Meeting:

This would be held at 730pm on Thursday 21st April in Chilham Village Hall.

Annual Spring Clean:

It was agreed that this would not be required this year.

Blue Box Scheme:

After discussion, it was agreed that the parish would not join this scheme.

2/12 Correspondence

(2/1) Graham Swan – letter re CFDB project

Action taken: discussed at January meeting

(2/3) Protect Kent – The Localism Bill – Briefing for Parish Councils – request to indicate interest

The clerk was asked to register interest.

(2/5) Wye & District U3A

The clerk was asked to forward details to Elisabeth Arter for inclusion in Parish News and local press

(2/8) ABC – Housing News – Winter 2010

The clerk was asked to forward details of Chilham / OWL estate inspection planned for 26 April to Elisabeth Arter for inclusion in Parish News and local press

(2/13) ABC - Jubilee People's Millions – funding for community projects

Action taken: forwarded to parish organisations

(2/14) Kent Downs AONB – Village Signing – advice that future funding unlikely

Action taken: forwarded to cllr R Taylor

(2/15) ABC – Active Tour Project – reminder of offer to address a meeting

Action taken: forwarded to cllr R Taylor and Youth Club

(2/17) ACR Kent - Recycling Low Energy Light Bulbs

The clerk was asked to forward details to Elisabeth Arter for inclusion in Parish News and local press

(2/18) Spinal Injuries Assocn – Request to advertise Fish & Chip supper charity night in Parish News

Action taken: forwarded to Elisabeth Arter

(2/19) ABC - Housing Service's Maintenance Programme of Works for the financial year 2011/2012

Action taken: forwarded to cllr R Taylor

(2/20) KALC - Learning and Development: Update 1: January 2011

Action taken: forwarded to cllr R Taylor

(2/21) Kent Police – North Weald Forum minutes 12th January

Action taken: forwarded to cllr R Taylor

(2/24) ABC - Flood Protection Exhibition - 9th Feb, Leysdown – request to advertise locally

Action taken: posted on noticeboards where room

(2/25) ABC – Leaders Note – January 2011

Action taken: forwarded to cllr R Taylor

(2/27) KCC – Community Engagement Conference 25th February

Decided not to attend

(2/29) KCC – GradsKent – request to promote new online graduate recruitment service

Decided not to respond

(2/34) Ringmaster emails:- Mick Wright leaving, theft of Ford Transit, forced entry to industrial premises in Chilham, 'My Generation, Your Generation - Our Neighbourhood' seminar, Scams awareness month, Volunteer with Kent Fire & Rescue, spam emails, Kent Fire & Rescue Survey, burglaries in Chilham and Kennington, theft of heating oil

Action taken: forwarded to cllrs

(2/35) Trading Standard alerts:- Scamnesty campaign, Loan acceptance scam, doorstep callers (various), VAT increase, internet scam, telephone scams

Action taken: forwarded to cllrs

(2/36) Elgin Roadworks alerts:- Selling Road, OWL; A252/A28 Canterbury Road, Chilham; Mill Lane, Chilham

Action taken: forwarded to cllrs

2/13 Date of next meeting

3rd March, 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.