

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Old Wives Lees Village Hall on 4th August, 2011 at 7.30pm

Present: Cllrs A Brown, B Glancy, D Kennett (Chairman), M Norton, G Swan, E Taylor

Apologies: Cllrs A Millar, A Ralph, H Tharp, Community Warden Peter Willows, PC Matt King

In Attendance: Mr G Dear (Clerk), Boro Cllr D Marriott, 2 members of the public

8/1 Minutes of Meeting held on 7th July 2011

The minutes were signed as a true record with the following additions:-

7/6 Investigation into CFDB payments: Cllr Glancy did not vote

7/6 Investigation into CFDB payments: Cllr Swan asked that his recollection of the statement made by Cllr Ralph should be noted, ie "Cllrs were informed that 2 members of option2 have put up money to pay the outstanding VAT so that option2 could go ahead." **and Cllr Swan voted against accepting the money.**

This recollection was not supported by the other cllrs present at the August meeting.

8/2 Minutes of Meeting held on 21st July 2011

The minutes were signed as a true record.

8/3 Matters arising from the Minutes

(7/2) 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 c/fwd to next meeting

(7/2) 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. It had been agreed that the works would be cause a problem during school drop off / pickup period and school holidays had been suggested as a suitable time.

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.

The clerk had advised Kent Highways of the action being taken.

The R&T committee agreed to liaise with KHS (Kevin Dash) and the School to agree a suitable date for the work outside the tourist season.

Update required from R&T committee c/fwd to next meeting

(7/2) Kent Highways - Parish Visit - Pothole Repairs – feedback from meeting held on 26th April

It was noted that pothole repairs had been carried out in the parish.

The clerk had passed onto KHS a comment from a parishioner regarding uncooperative behaviour of contractors working in Denne Manor Lane.

(7/2) Kent Highways – Invitation to Parish Seminar on 11 July

The clerk had booked Cllr Swan onto the seminar.

(7/5) Payments

The clerk confirmed that his monthly payments were net of tax and NI contributions.

(7/6) Investigation into CFDB payments

Cllr Brown had circulated a report into payments made in respect of the CFDB project. She explained that the suggested next steps regarding the outstanding VAT had been provided by CFDB.

Cllr Ralph informed the meeting that 2 un-named parishioners had provided him funds to be given to CFDB to clear the VAT debt.

Cllr Brown agreed to write to CFDB formally advising them of this fact.

Update required from cllr Brown c/fwd to next meeting

(7/7) Instalation of noticeboard in Taylors Hill car park

The council agreed to pay the £170 charge from ABC to cover legal fees iro so that a noticeboard could be installed next to the Kent Downs Information panel.

The clerk had advised ABC of this decision together with the proposed location of the new noticeboard.

(7/9) Meetings – Chilham Village Hall

Cllr Tharp reported on a Chilham village hall committee meeting and their need for a new chair and letting secretary.

The clerk had publicised these vacancies on the PC website.

(7/9) Meetings – ABC Planning Training

Cllr Kennett reported on a ABC Planning Training meeting.

The clerk had made the training documentation available to cllrs.

(7/10) Old Wives Lees

The clerk had received a report of antisocial behaviour involving fruit throwing. He had alerted PC Matt King who had spoken sternly to the youths involved.

The parishioner making the report had suggested that the parish council remove the fruit trees from the Green from which the youths had obtained the fruit.

Cllr Norton had looked into the matter further and reported the need for branches overhanging the footpath at the junction of Cherry Orchard with Cobbs Hill needed trimming back..

The clerk was instructed to ask Colin Gray to carry out this work.

(7/10) Chilham

Cllr Glancy reported the difficulty identifying the ownership of a dangerously leaning tree opposite Church Hill.

The clerk had contacted ABC and Kent Highways for guidance on how to arrange for the tree to be pollarded and discovered that although Kent Highways have powers to take action they do not consider the situation dangerous.

(7/11) KCC – Minerals & Waste Development Framework Consultation – invitation to join consultation

Cllr Glancy agreed to review and decide whether to comment on behalf of the parish council

Cllr Glancy reported that the consultation was not applicable to our parish so there was no need to respond.

(7/11) KALC – Councillors Conference 2011 – Sat 23rd July at Lenham

Cllr Swan had contacted the clerk to book a place but the conference was fully booked.

(7/11) ABC - Consultation Letter and Questionnaire re Adult Care Services

The clerk had forwarded to Elisabeth Arter and given her the opportunity to respond.

(7/11) David Hayes – notification of lorry incident in Chilham Square

The clerk had written to the distribution company involved and asked them to send smaller lorries in future when delivering in Chilham Square and its feeder streets. An acknowledgement had been received.

(7/11) Unlock Democracy - Urgent matter re proposal to help Parish and Town Councils – request to support for proposal re major developments

The clerk had registered parish council support for the proposal.

(7/11) ABC - Ashford Housing Strategy Consultation

Cllr Kennett agreed to provide the clerk with parish council feedback for the consultation.

Cllr Kennett provided the clerk with his feedback at the meeting

The clerk was asked to forward this feedback to ABC

(7/11) KALC - Vision for Kent 2011-2021 is now out for formal consultation

Cllr Ralph agreed to provide the clerk with parish council feedback for the consultation

Update required from cllr Ralph c/fwd to next meeting

(7/12) Email Policy

Cllr Ralph had circulated his proposed policy to cllrs so that it could be considered at the August meeting.

8/4 Declarations of Interest

Cllr Taylor declared an interest in Chilham's Future Delivery Board, Chilham Village Hall and St Marys Tower Band.

Cllr Kennett declared an interest in planning application 11/00771/AS.

Cllr Glancy declared an interest in planning application 11/00807/AS.

8/5 Planning.

Decisions received from Ashford

None.

Applications Considered

Application No. 11/00771/AS

Cumberland House, The Street, Chilham

Repairs to external wall including removing the cement render and replacing with it with lime, repairing and replacing elements of the oak frame and improving the rainwater disposal to the rear elevation

SUPPORT

Application No. 11/00768/AS

Minstrel Cottage, 1 Church Hill, Chilham

Repairs to roof and replacement of window to front elevation dormer

SUPPORT

Cllr Kennett did not vote.

Application No. 11/00807/AS

Former 4, Church Hill, Chilham

Replacement of wooded pole. existing wooden 9 with new 11 metres wooden pole

SUPPORT

Cllr Glancy did not vote.

8/6 Finance

A Freedom of Information request from Cllr Millar regarding the CFDB VAT issue had been processed and all cllrs provided with the information disclosed.

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:

1405	G Dear	July salary	508.17
1406	G Dear	July expenses	35.24
1407	K Jeffery	July litter picking	165.72
1408	Groombridge	General Maint - OWL grass cutting	243.60
1410	N Williams	OWL Small Games Shelter	137.50

From Ringfenced Funds:

1409	CM Thomas Gray	OWL maintenance	60.00
1411	J Staley	Recycling Fund grant	400.00

Total Payments 1550.23

It was agreed that this years recycling bids would be considered at the October meeting.

8/7 Correspondence

(8/1) KCC – Member Community Grants

Action taken: forwarded to cllr Ralph

(8/3) KALC Ashford Area Committee – agenda for 27July meeting

Action taken: forwarded to cllr Swan

(8/4) ABC – agenda for Parish Forum on 20th July

Action taken: forwarded to cllr Swan

(8/5) Chilmington Green Developer Consortium – Newsletter

Action taken: forwarded to cllrs prior to meeting

(8/7) ACR Kent – Oast to Coast - Summer 2011 – inclu details of Kent Village of the Year 2011 competition and Kent Community Halls Conference

Action taken: conference details forwarded to village hall and recreation ground committees

(8/8) ABC – Polling District and Polling Places Review – request for feedback on polling arrangements

Decided not to respond as there were no issues to report.

(8/9) Kent Film Office - Reality Tv Location Request for details of remote family home for up to 15 people

The clerk was asked to post this request on the PC website and forward to Elisabeth for inclusion in her weekly column.

(8/10) Kent Downs AONB Unit - ** Invitation - Kent Downs Woodfuel Pathfinder FREE evening seminars

Action taken: posted on noticeboards

(8/16) Kent Highways – Temporary Road Closures - Forge Lane, Ashford - 10 & 17 July 2011 (both Sundays)

Action taken: forwarded to cllrs

(8/17) ACR Kent - Kent Village of the Year 2011 competition

Decision required: how should we respond

(8/18) ACR Kent - Ashford Borough Traffic Management Forum

Action taken: forwarded to R&T committee

(8/19) ABC - Parish Council Training material

Action taken: forwarded to cllrs

(8/23) Kent Police - Minutes from North Weald Parish forum meeting on 6th July 2011

Action taken: forwarded to cllrs

(8/25) KCC - Core Purpose of Sure Start Children's Centre - New Government Proposals – request for feedback

The clerk was asked to forward to all cllrs.

(8/26) ACR Kent - Rural News 104

Action taken: forwarded to cllrs

(8/28) KCC - Kent County Council Minerals and Waste Consultations – reminder

Action taken: forwarded to cllr Glancy

(8/29) KALC - Queens Diamond Jubilee & Sport England Inspired Facilities

The clerk was asked to register the beacon on the Mound in Old Wives Lees so it could be included in the celebrations and place an item on the agenda for the September meeting to discuss this further.

(8/30) Kent Highways - Parish Seminar Presentations

Action taken: forwarded to R&T committee

The clerk was asked to forward to all cllrs.

(8/32) Mid Kent Downs Countryside Partnership - Wildflower Walk at Gorham Woods

Action taken: forwarded to cllrs

(8/37) KCC - Extension of time: KCC Minerals and Waste Consultations

Action taken: forwarded to cllr Glancy

(8/38) Kent Highways - Overnight Northbound Closure - A251 Trinity Road, Ashford - 5 August 2011

Action taken: forwarded to cllrs

(8/39) Kent Highways - Corrected Date Overnight Closure - A251 Trinity Rd, Ashford - 4 August 2011

Action taken: forwarded to cllrs

(8/40) Open Spaces Society – Two new consultations on greens and green spaces

The clerk was asked to forward to cllr Glancy.

Cllr Glancy was asked to notify the clerk of any feedback required.

(8/41) KALC – Open Public Services White Paper Consultation

Decided to leave to KALC to respond on our behalf.

(8/43) KALC Ashford Area Committee - Win money for a local project - NatWest CommunityForce
The clerk was asked to publicise on PC website and forward to local organisations and post a notice on noticeboards

(8/44) Ringmaster emails:- British Open Golf Tickets Scams, Doorstop selling, 'duster sellers', Office of fair trading scam, automated telephone call claiming to be from Kent County Council, Kent Keylink Special Offer, Door to door traders selling frozen fish, burglaries from outbuildings
Action taken: forwarded to cllrs

(8/45) Trading Standard alerts:- Doorstep seller scams, Business scam, OFT campaign, KCC scam, OFT scam, tree cutting doorstep callers, Trader advice, Good Citizen Scheme scam, rogue traders buying gold
Action taken: forwarded to cllrs

(8/46) Elgin Roadworks alerts:- A28 Ashford Road, Chilham; A28 Canterbury Road, Chilham; The Street, Chilham
Action taken: forwarded to cllrs

Lord Mayors Charity Dinner – 1st October.
Cllrs were asked to notify the clerk if they wished to attend.

8/8 Email policy

As Cllr Ralph was unable to attend, it was decided to defer this issue until the September meeting

8/9 Highways

No issues reported.

Cllr Swan reported on issues resolved at the Nook and Felborough Close.

The clerk was asked to chase Kent Highways for an update on the highway priorities identified for the parish earlier in the year.

8/10 Meetings

Cllr Swan reported on a recent KALC Ashford Area Committee at which cutbacks in the Fire Service were discussed. The council agreed to keep a watching brief on this issue.

Cllr Norton had circulated a report prior to the meeting that included a recent OWL VH committee meeting.

The clerk was asked to express parish council support to the OWL VH committee for the efforts made to promote community involvement and remind them that the Recycling Fund is available to promote what they are doing within Old Wives Lees and the wider parish.

Cllr Glancy advised of a proposed meeting between cllrs Glancy, Millar and a parishioner with NhW coordinators to collect information and understand what goes on at present.

Attendance at forthcoming meetings:

None.

8/11 Village Reports

A report from Community Warden Peter Willows was circulated prior to the meeting.

Old Wives Lees

Cllr Norton had circulate a report prior to the meeting.

Chilham

Cllr Swan and Kennett agreed to meet with officers from ABC to discuss a sycamore overhanging a garden in Felborough Close and other issues.

Shottenden

None.

The meeting closed at 9:25pm.

8/12 Date of next meeting

1st September, 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.