

CHILHAM PARISH COUNCIL

Minutes (for approval) of the Meeting held at Old Wives Lees Village Hall on 1st October, 2015 at 7.30pm

Present: Cllrs Gretton, Hardisty, Lulham (Chairman), Marriott and Schofield

Apologies: Cllr Rooke-James, Heasman and Brennan.

In Attendance: Mr G Dear (Clerk), no members of the public

10/1 Apologies

Cllr Brennan had advised the clerk she was unable to attend due to illness.

Cllr Heasman had advised the clerk she was unable to attend due to family commitments.

Cllr Rooke-James had advised the clerk he was unable to attend due to work commitments.

These apologies were approved.

10/2 Minutes of the meeting held on 3rd September 2015

The minutes were signed as a true record.

10/3 Matters arising from the Minutes

(9/3) Friends of Kings Wood - King's Wood - leaking ponds – offer to speak to council about efforts made by the Friends

The clerk had forwarded to Cllr Bouzekria who had invited the group to speak at the next Chilham Environmental Protection Society (CEPS) meeting and would report back to council after this.

Update required from Cllr Bouzekria at the November meeting

(9/3) Independent Review recommendations:

The following course of action was agreed.

R2 (Grievance Policy) - CPC should seek KALC/ABC advice re: model grievance policies for future consideration and/or adoption.

The clerk had obtained a legal topic note from KALC regarding handling complaints that included an outline complaints procedure and details of the ABC complaints procedure. Cllr Dehnel had provided a copy of the Kingsnorth parish council grievance policy.

The clerk will provide this information for consideration at a meeting later in the year.

(9/3) Amenity Light in The Street:

A report from the previous council summarising the background, current status and suggested next steps with regard to replacing the amenity light in The Street had been circulated to councillors prior to the meeting.

The clerk had contacted the owners of the property on which the new light was proposed, established with ABC that a heritage style light fitting would be installed and that highway regulations would allow it to be fitted on a 5m pole, and was awaiting suitable dates for a meeting at which any outstanding concerns could be discussed. *The clerk advised that he had obtained suitable dates for a meeting from the owner of Belwethers and would be contacting ABC and Kent Highways requesting attendance.*

Update required from the clerk at the November meeting.

(9/5) 15/01035/AS - Agricultural buildings, Glebe Orchard, Bowerland Lane, Old Wives Lees - Prior approval of existing cold store and agricultural store to be converted to two separate dwellings with own parking and garden areas.

OBJECT on the grounds that residents had submitted evidence that Building 3 was not in agricultural use on 23 March 2013 and in the absence of any opposing evidence to support the prior approval being granted.

Update: The clerk had requested that any evidence found by ABC that overturns this evidence and enables prior approval to be granted is shared with the parish council but this had been superseded by an amended application.

(9/6) Taylors Hill Toilets:

Update: The clerk had contacted the water utility company and been advised that they could not provide statistics that would enable the usage of the toilets to be estimated.

(9/7) Planning Training for Parish Councils – 7th October

Decided that Cllrs Schofield, Bouzekria and Brennan would attend with Cllr Marriott as reserve.

Update: The clerk had booked places accordingly

The clerk was asked to confirm attendance and provide details to those councillors attending.

(9/7) KCC Consultation: Kent Environment Strategy - deadline 25 September

Decided that this should be considered by CEPS for its consideration.

Update: The clerk had forwarded to Cllr Bouzekria.

(9/7) D Latta - Wealden Hall House on the Square – concern regarding deterioration

The clerk had provided the ABC conservation officer with information that might help make contact with the owners. Cllr Bouzekria agreed to investigate whether other information could be provided.

Update required from Cllr Bouzekria at the November meeting

(9/8) Councillors Expenses Policy:

A paper explaining the background to this matter and a recommended way forward had been published with the agenda. Council agreed that the Resources Committee should draw up a draft proposal at its October meeting based upon the example policies obtained by the clerk.

Update required from Resources Committee at November meeting.

(9/9) Emergency Plan:

Cllr Rooke-James was asked to continue developing the plan along the lines suggested in his report and report back at the October meeting.

Update: There is an agenda item to consider this matter later in the meeting.

(9/12) Attendee for Kent Police and Crime Commissioner event on 23rd September:

Update: The clerk had forwarded details of the event to Cllrs Lulham and Bouzekria. Cllr Lulham had attended and summarised important items covered at the event.

As a result, the clerk was asked to:-

1) contact Kent Police with regard to the possibility that parish councils could 'part fund' PCSO's and obtain more details including expected costs

2) contact Kent Fire and Rescue Service to confirm whether a defibrillator would be available at Chilham Fire Station within the next year.

10/4 Declarations of Interest

None.

10/5 Planning

Decisions Received from Ashford Borough Council:

15/00952/AS - Mervyn Crest, Canterbury Road, Chilham

Divide existing property into two dwellings

PERMIT

15/01035/AS - Agricultural buildings, Glebe Orchard, Bowerland Lane, OWL

Prior approval of existing cold store to be converted to a dwelling and associated operational development

PRIOR APPROVAL NOT REQUIRED

Applications Considered:

15/00966/AS - Chilham Mill Fisheries, Mill Lane, Chilham

Conversion including internal and external alterations to pump house and part of existing mill including creation of raised terrace and new mezzanine floor to pump house, removal of external staircase, new windows, removal of openings to form two new dwellings

OBJECT on the grounds of flood risk and in acknowledgement of the objection made by the Environment Agency with regard to related application 15/00965/AS

15/01035/AS - Agricultural buildings, Glebe Orchard, Bowerland Lane, OWL

Prior approval of existing cold store to be converted to a dwelling and associated operational development

(Amended)

NO COMMENT

15/01256/AS - Matthew Farm, Shottenden Road, Shottenden

Removal of wall to ground floor. Relocation of the boiler. Lifting of beam and support steel in utility room. Removal and replacement of modern plaster to lime plaster in medieval wing. Rebuilding of modern stud wall and replacing modern doors with bespoke boarded doors. Replacement of joists to 1st floor bathroom. Erection of satellite dish.

NO OBJECTION

Planning Appeal Decisions Received from Ashford Borough Council:

14/00697/AS - Land at Builders Yard, Stone Stile Road, Shottenden - Conversion of barns into a single holiday let unit

ALLOWED

Tree Preservation Orders received from Ashford Borough Council:

TPO/15/00011 - Glebe Orchard, Bowerland Lane, Old Wives Lees - T1 Oak

Planning Inspectorate Public Inquiry re Byway AE429:

A "joint" Statement of Case drawn up by Cllr Lulham with representatives from Godmersham and Wye parish councils in consultation with councillors and the councils PROW representative had been submitted to the Inspectorate in time for the 22nd September deadline and had been published with the agenda.

Cllr Lulham explained the background and key arguments raised and the meeting formally endorsed this Statement of Case.

It was noted that the Public Inquiry would be held from 24th to 27th November in Chilham Village Hall.

CHILHAM PARISH COUNCIL

10/6 Finance

Accounts for 2015/16:

Payments:

The following payments had been prepared in accordance with minute (7/6) and were given formal approval:-

From General Fund:

1985	G Dear	September salary	532.00
1986	G Dear	September expenses	17.17
1987	K Jeffery	September toilet cleaning	220.54
1988	HMRC	PAYE payment	380.20
1989	Ball Contractors	THT Maintenance	457.00

From Ringfenced funds:

1990	Playsafety Ltd	Play area inspections	156.00
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Total Payments 1,762.91

10/7 Correspondence

ABC items:-

(10/3) PDSA offer to talk to young people on responsible pet ownership and safety and awareness around dogs

Action taken: forwarded to Chilham School

(10/4) Gypsy and Traveller Accommodation – the Borough Council's current position

Action taken: forwarded to parish councillors

KALC items:-

(10/5) Parish News – August 2015

Action taken: forwarded to parish councillors

(10/11) KCC Highways and Transportation Survey 2015

The clerk was asked to forward to the Roads & Transport team requesting a suggested response for consideration at the November meeting.

The clerk was asked to forward the collated feedback from councillors regarding Operation Stack to all councillors.

(10/15) Letter from NALC chairman on The Commonwealth Flag Day

Council agreed it should participate in the celebrations and the clerk was asked to contact Chilham Primary School and suggest a short, joint ceremony.

(10/16) KCC Consultation - Street Lighting - deadline 29 November

The clerk was asked to forward to all councillors so they could respond as individuals.

KCC items:-

(10/18) Salt Bags for Winter 2015/16 - Response required by 2nd October 2015

The clerk was asked to request a 1 tonne bag to be located on the green adjacent to 27 to 35 Felborough Close.

(10/19) Parish and Town Seminar - 29th October 2015, at Ditton Community Centre

Cllr Hardisty agreed to attend.

The clerk was asked to forward details.

(10/22) Updated Start of Works Notice for New Forest Lane commencing 30 September 2015

Action taken: forwarded to parish contacts

Southeastern items (forwarded to Parish Contacts):-

(10/24) National Customer Service week 5 - 9 October

Action taken: forwarded to parish contacts

(10/25) INVITATION Southeastern stakeholder forum, 12 October 2015, 6.00 - 8.00PM

Action taken: forwarded to parish contacts

Other items:-

(10/27) Network Rail – Refurbishment of footbridge at Chilham station

Action taken: forwarded to rail service reps

(10/29) RoSPA – Play Area Inspection for OWL Play Area and Latin Field

Action taken: included on agenda of October Resources Committee Meeting

(10/30) Laser Energy – Expiry of Electrical Supply contract for Taylors Hill toilets

Action taken: the offer of a one year extension was accepted on behalf of council and there will be an agenda item on the October Resources Committee meeting to consider future supply contracts

(10/32) Revelation St Marys – invitation to events in Autumn Season

Action taken: fliers distributed to councillors at October meeting

(10/33) Xmas Tree Working Group – report from Derrick Kennett

Action taken: forwarded to parish councillors

10/8 Emergency Plan

In the absence of Cllr Rooke-James, this item was deferred until the November meeting.

10/9 Borough Councillor

In the absence of Cllr Dehnel, the clerk was asked to request a written report on progress he had made with regard to the Hawkins Rough planning enforcement issue.

The meeting closed at 8:35 pm.

10/10 Date of next meeting

5th November 2015 in Chilham Village Hall
715pm for 730pm

PLEASE NOTE: All updates reported under Matters Arising are recorded in *black italics*. All agreed actions are recorded in *red italics*.