
CHILHAM PARISH COUNCIL

Minutes (for approval) of the Meeting held at Chilham Village Hall on 7th September, 2017 at 7.30pm

Present: Cllrs Heasman, Lester-Davis, Lulham (Chairman), Schofield and White

Apologies: Cllrs Linter and Marriott

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

9/1 Apologies

Cllr Linter had advised the clerk he could not attend due to family commitments.

Cllr Marriott had advised the clerk he could not attend due to business commitments.

These apologies were approved.

9/2 Minutes of the meeting held on 3rd August 2017

The minutes were signed as a true record.

9/3 Matters arising from the Minutes

(8/3) Minutes of the meeting held on 27th July 2017:

It was noted that the clerk had been instructed to:-

1) contact Chilham surgery to ensure it was aware of the proposal and get a view on its ability to cope, car parking and any other comments that council should consider when forming its response. 2) contact Kent Highways regarding its recommendations for the development.

Update: the clerk had contacted Chilham surgery and Kent Highways and forwarded the feedback to councillors.

(8/4) Latin Field Maintenance:

Summary of previous minutes: A paper proposing options for consideration by council had been publicised with the agenda. Following consideration, council asked Cllr White to: 1) draw up a costed proposal for work required now to bring Latin Field up to an acceptable standard; (*Update: Resolved at January meeting.*) 2) produce a scheme proposal for consideration in the 2017 Parish Question Time consultation to upgrade the equipment provided to better meet current needs with a view to retaining it.

Update: there is an agenda item to consider this matter

(8/6) Main Changes to Ashford Local Plan:

Council approved the response subject to the clerk contacting Chilham Surgery and Kent Highways as agreed at the meeting on 27th July.

Update: a revised response had been agreed and submitted after considering feedback from Chilham Surgery, Kent Highways, ABC and parishioners.

(8/8) Ashford Heritage Strategy - Consultation Open:

Cllr White agreed to respond on behalf of the parish council.

Update: no response necessary.

(8/8) Invitation to a "Social Media" event:

Update: The clerk had forwarded to village hall committees.

(8/10) Parish Question Time 2017:

Council approved the report and the clerk was instructed to distribute to households via the distribution network.

Update required from clerk at October meeting.

(8/12) Parish Council Vacancy:

Council agreed to co-opt Robert Dura-May.

Update: the clerk had informed candidates accordingly.

9/4 Declarations of Interest

None.

9/5 Planning

Decisions Received from Ashford Borough Council:

17/00657/AS - Hope View School, Station Approach, Chilham - Installation of 1 No. temporary Portakabin building to be used as an additional science teaching space, increase in student numbers from 30 to 60 and change of use of land to the south to be incorporated into school site.

PERMIT

Applications Considered:

17/01252/AS - Old White Hill Cottage, Canterbury Road, Chilham - Removal of central heating boiler from Entrance Hall with replacement combi boiler installed in loft

NO OBJECTION

CHILHAM PARISH COUNCIL

Tree Preservation Orders Received from Ashford Borough Council:

TPO/17/00008 – Shalmsford Bridge Cottage, Canterbury Road, Chilham – 1no Oak, 2no Oak, 4no Willow, 2no Walnut, 1no Sycamore, 1no Beech, 1no Weeping Willow

Council Response to Main Changes to Ashford Local Plan Consultation:

A paper proposing a position statement in respect of council's response to the consultation had been publicised with the agenda.

Following consideration, council approved the position statement (see Appendix A) and agreed that:-

1) the position paper is distributed to households in the parish together with the Parish Question Time 2017 Consultation Report and a synopsis included in October Parish News.

2) parishioners who corresponded directly with the parish council should also receive an emailed copy of the position paper with a covering letter from the chair thanking them for their feedback.

Planning training for councillors:

A paper proposing an approach to providing councillors with a fuller understanding of the local planning process had been publicised with the agenda.

Following consideration, council approved the proposal and asked the clerk to arrange a training session one Saturday morning in November.

9/6 Finance

Payments:

The following payments require formal approval:-

From General Fund:

2223	G Dear	August salary	542.14
2224	G Dear	August expenses	177.92
2225	A R Groombridge	OWL Grass Cutting	362.40
2226	Victory Cleaning	THT-Cleaning	373.92
2227	OWL Village Hall	Hall hire	18.00
2228	D Kennett	Chilham planters	5.00
2229	A MacLaren	THCP tidy up	153.00
2230	A R Groombridge	OWL Grass Cutting	362.40

From Ringfenced funds:

2231	D Wynne	Chilham School Tennis Coaching	325.00
------	---------	--------------------------------	--------

Total Payments 2319.78

The following authorised payments have also been made from the General Fund:-

D/debit Business Stream	THT Waste Water Bill	35.88
D/debit Southern Water	THT Waste Water Bill (refund)	(10.50)

The clerk was authorised to arrange part payment of the parish community grant awarded to the Chilham Remembrance Group provided adequate proof of expenditure was provided.

Annual Summer Event

A proposal for future council support for this annual event had been publicised with the agenda.

Following consideration, it was agreed that:-

1) council reserves £1000 per annum in future budgets as an ongoing contribution to the event.

2) letters of thanks for undertaking and executing the Chilham Chase & Chill 2017 should be sent by the chair on behalf of council to Ian Adams (Event Manager) and to Stuart Wheeler for his strong support.

9/7 Governance

Adoption of revised version of Standing Orders

The revised version to include the co-option policy had been publicised with the agenda and was adopted at the meeting.

9/8 Correspondence

A paper listing items of correspondence received since the last meeting had been publicised with the agenda. Any action or decisions taken are listed below.

ABC items:-

(8/1) Mud on road, Selling Road, Old Wives Lees – breach of planning control ceased

Action taken: forwarded to Cllr Lulham

(8/2) Draft Open Space Strategy

Decided no response necessary.

(8/3) Street Light, Chilham

The clerk was asked to write to the chief executive at ABC expressing council's gratitude to the officers involved in the successful installation of the new street light.

(8/5) Your health services in east Kent

Decided no response necessary.

(8/6) 2017 Aviva Community Fund

Action taken: forwarded to parish contacts

(8/7) Sheds Kent & Medway

Action taken: forwarded to parish contacts

KALC items:-

(8/9) DCLG - You've got the power: a quick and simple guide to community rights

Decided no response necessary.

(8/10) KALC Autumn Events News

Decided no response necessary.

(8/11) Local Flood Risk Management Strategy 2017-2023 - Invitation to Join

Cllr White agreed to respond on behalf of council.

KALC Ashford Area Committee items:-

None

KCC items:-

(8/14) Rights of Way Improvement Plan Stakeholders consultation

The clerk was asked to forward to councils PROW rep Anthony Perrett.

(8/16) Kent Highways Parish Seminar 2017

Cllr Lester Davis agreed to attend.

Southeastern items:-

(8/17) Southeastern Spring 2017 National Rail Passenger Survey Results

Action taken: forwarded to parish contacts

(8/18) Stakeholder update - Reminder of major closures affecting Southeastern rail passengers

Action taken: forwarded to parish contacts

(8/19) Stakeholder update - improvements at London Bridge station nearly complete for Southeastern passengers

Action taken: forwarded to parish contacts

Other items:-

(8/20) Swale Borough Council – 'Call for Sites'

(8/21) Swale Borough Council – Adoption of Local Plan

(8/22) Open Space Society – Renewal Invitation

The clerk was asked to renew.

(8/26) UK Power Networks - Roadshows (29 Sep 2017 - 9 Oct 2017)

Decided no response necessary.

(8/27) Proposed development - Branch Rd, Chilham -Site Ref: DN2 Policy S56 (MC99)

Action taken: forwarded to parish councillors

(8/28) Prince's Trust Team programme / Ashford

Action taken: forwarded to parish contacts

(8/29) Sheds Kent & Medway

Action taken: forwarded to parish contacts

(8/30) South East Water – Customer Metering Programme

Decided no response necessary.

(8/31) South East Water draft drought plan 2017 – consultation

Decided no response necessary.

9/9 Strategic Plan Priorities

Allocation of s106 monies:

A paper proposing next steps for the OWL adult gym and Latin Field schemes had been publicised with the agenda.;

Following consideration, Council approved the proposal and asked scheme promoters to :

- 1) confirm the specification of equipment to be installed and installation work required and provide 3 up to date estimates for this, indicating their preferred supplier.*
- 2) confirm the annual cost to keep the scheme sustainable including an allowance to fund replacement when the expected life of the equipment is exceeded.*
- 3) provide evidence that there is sufficient need to justify this use of s106 monies.*
- 4) contact PCSO and Community Warden for their comments on the potential for mis-use of the equipment and anti-social behaviour.*

9/10 Borough Councillor

Cllr Dehnel gave his report covering the following matters:

- 1) Future progress of the Local Plan.
- 2) Hawkins Rough enforcement activity.
- 3) 2018 Remembrance Sunday event in Memorial Park, Ashford
- 4) Compliance & Enforcement activity in the borough.

9/11 Parish Matters

None.

The meeting closed at 8:56pm.

9/12 Date of next meeting

Wednesday 4th October 2017 in Old Wives Lees 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*.

APPENDIX A – ASHFORD LOCAL PLAN 2030 “MAIN CHANGES” CONSULTATION – CHILHAM PARISH COUNCIL POSITION STATEMENT

This paper sets out Chilham Parish Council (CPC)’s position in respect to the Ashford Local Plan 2030 “Main Changes” consultation, which closed on 31st August 2017. It summarises the background to the Borough Council’s consultation exercise and the reasoning behind CPC’s formal response.

Like all Local Planning Authorities in England, Ashford Borough Council (ABC) has a statutory duty to prepare an up-to-date Local Plan that sets out strategic priorities for the development of the Borough, including land allocations and policies covering issues such as housing, employment, community services, environment and heritage. These planning policies are used by the Council in determining planning applications and taking enforcement action against unauthorised development. It is important that Parish Councils and local communities engage proactively and constructively in the Plan-making process.

ABC published its Regulation 19 draft Local Plan for public consultation in June 2016. This included a single proposal for change in Chilham Parish – for two executive dwellings on Land at Mulberry Hill, Old Wives Lees – to which the Parish Council raised an objection on the basis of highway safety and the unsustainable site location.

The Borough Council has subsequently proposed a number of “Main Changes” to the Local Plan to address a range of issues raised during the public consultation, to ensure it is up-to-date, reflects the latest evidence base and meets the requirements of the latest national planning policy. The Ashford Local Plan 2030 “Main Changes” consultation was launched on 7th July 2017 and Chilham Parish Council held an Extraordinary Meeting to consider its formal response on 27th July.

The “Main Changes” to the Local Plan include a proposed new housing allocation on land at Branch Road, Chilham, which was the primary focus of the Extraordinary Meeting. The allocation is set out in Draft Policy S56:-

Policy S56 – Chilham, Branch Road

Land at Branch Road is proposed for residential development for up to 10 dwellings.

Development proposals for this site shall:-

- Provide a car park of a minimum of 5 additional spaces for the use of the GP surgery;*
- Be designed and laid out in such a way as to protect and conserve the character and setting of the village Conservation Area and the residential amenity of neighbouring dwellings, particularly listed buildings, whilst also taking into account the guidance in the Chilham Village Design Statement;*
- Provide primary vehicle access to the residential area on Branch Road, as shown on the policies map and retain*

the current access for the GP surgery and associated parking;

- *Include the provision of footpaths and/or traffic calming measures in Branch Road, in accordance with the recommendations of Kent Highways;*
- *Retain and enhance the hedge and tree boundaries within and around the site, and make enhancements to the southern boundary ensuring the setting of the AONB is preserved and the development is well screened from the wider area;*
- *Provide a connection to the nearest point of adequate capacity in the sewerage network, in collaboration with the service provider.*

The Parish Council's Extraordinary Meeting was preceded by an Open Forum, during which members of the public provided feedback and asked questions. It was clear from the Open Forum that whilst immediate neighbours to the proposed site allocation had concerns regarding its potential impact on the setting of the Conservation Area and Listed Buildings, as well as the potential exacerbation of highway safety issues on Branch Road, there was a general acceptance amongst Parishioners and Councillors that Chilham has the capacity for modest additional housing growth. This acceptance was nevertheless conditional upon the necessary assurances from infrastructure providers that the proposed development can adequately mitigate its impacts in relation to school capacity, medical services etc. The Parish Council therefore undertook to seek this clarification from the appropriate bodies.

The outcome of the Extraordinary Meeting directly influenced the Parish Council's draft response to the "Main Changes" consultation, which was considered and agreed by the Council on 3rd August. This raised no objection in principle to the proposed allocation, subject to a number of important caveats which reflected the concerns that had been raised by local residents.

Further correspondence was subsequently received from residents, the GP surgery, Kent County Council Highways and Transportation, and ABC's Planning Policy Team, which informed the Parish Council's revised, final consultation response.

The Parish Council's decision was influenced by a number of important considerations, including the following:-

- That the majority of respondents to the Parish Council's recent household questionnaires expressed support for constructive engagement in the Local Plan process;
- That there is a significant demand for new housing, particularly in South East England;
- That national planning policy mandates a presumption "in favour" of sustainable development;
- That having a 'sound' and up-to-date Local Plan in place offers a defence against speculative development in rural areas and that in the absence of this, Ashford Borough is currently susceptible to such proposals;
- That the proposed allocation on Branch Road represents less than 1 per cent of Ashford Borough Council's identified housing need to 2030;
- That Chilham is a relatively sustainable location, with its own railway station, bus service, post office, shop and GP surgery; and
- That a Local Plan allocation offers the Parish Council an important opportunity to influence the form of development that comes forward and to secure wider community benefits.

The Parish Council recognises that some Parishioners – and particularly those that would be directly affected by the proposed development on Branch Road – are unhappy at the Council's "in principle" acceptance of Policy S56. Most of the arguments of those who have objected in principle are against any development in the Parish. The Parish Council is mindful of the fact that Chilham is highly sensitive to new development, in terms of its potential impacts on the Parish's nationally significant natural and built environment and on its infrastructure. Hence the important caveats to the "in principle" support that the Council has offered to Policy S56, and the Council's clear opposition to the allocation of further sites in the Parish.

Nevertheless, it is simply not tenable to object to all new development, as such an approach risks the Parish Council losing its influence in the planning process and having development imposed upon the area with no opportunity to shape its form, scale or mitigation.

Some have accepted the concept of growth in the Parish in principle, but consider the site on Branch Road to be unsuitable, and have objected to Policy S56 on those grounds. Many of these issues will, in practice, turn on the specific design proposed and no design has yet been produced. The caveats listed in the Parish Council's response do address these points and, if they are included in the final policy, will provide a degree of protection against wholly unsuitable development.

The Parish Council is committed to keeping residents fully informed as the Local Plan progresses and future development proposals come forward. If residents have any questions or concerns, they are invited to contact the Parish Clerk or Chairman.