



CHILHAM PARISH COUNCIL

Draft Minutes of the Meeting of the Council held via Zoom Remote Meetings

on 3rd September 2020 at 7.00 pm public Forum/7.30pm Meeting

Present: Councillors: Cllrs Marriott, Martin, Meaden, Schofield

Also, present, Caroline Vincent (Locum Clerk to Council), members of the public.

9/1. APOLOGIES FOR ABSENCE

Cllr R Spencer-Tanner (Chair), Cllr Charles Dehnel (Ashford Borough Council)

9/2. MINUTES

The minutes from the meeting held on the 6th August were circulated to members.

RESOLVED: That the Minutes of the meeting held on 6th August be approved as a true and accurate record and signed by the Chairman, all members agreed.

9/3. ACTIONS ARISING FROM THE MINUTES

The list of actions were circulated to members, actions outstanding were the costings for an independent traffic survey in connection with Harvest House, an ASB public Zoom meeting for the 17th September and promotion of the Youth Council on social media explaining the role in more detail.

9/4. DECLARATIONS OF INTERESTS

Cllr Martin declared an interest in item 9/7 on the agenda for planning application **20/00983/AS - Land at rear of 9, Church Hill, Chilham**, as the applicant is part of the Members of the Federation of Small Businesses which she works within a self-employed capacity. Cllr Martin also declared an interest in item 9/10 on the agenda for any discussion on the website for the same reason. Cllr Schofield declared an interest in item 9/8b tree maintenance as this is near to her home. Due to this the Clerk informed members the Council was not quorate to enable any comments to be made, an extraordinary meeting will be arranged to comment.

9/5. SOUTH EAST WATER

A presentation was given by Jenny Rhodes and Jo Shippey from South East Water regarding the ongoing water issues within Old Wives Lees and Shottenden, this presentation is available from the Clerk. Questions were raised by members/public after the presentation and it was agreed to collate further questions and send direct to Jenny/Jo for comments via the Clerk.

Action: Cllr Martin proposed the presentation be added to social media/newsletter and to ask the community if they would like a Zoom meeting with South East Water, this was unanimously agreed.

1 Signed by the Chair: Date:.....

9/6. THE HANDYMAN SCHEME

Cllr Martin circulated information regarding the Caretaker Scheme to members which also included possible costings for this scheme. Cllr Martin explained the Parish Council employs and manages the person to undertake any maintenance jobs required within the area and the Borough Council provide funds but this is currently under review at ABC as to whether or not they will take on anymore parishes for the scheme.

Action: Cllr Martin proposed members look at the research and discuss at the next meeting, members unanimously agreed.

9/7. PLANNING

Members considered the following applications.

20/00912/AS - Yeomans House, Lower Lees Road, Chilham, Canterbury, Kent, CT4 8AZ - Single storey extension to form annexe access to garden from Lower Lees Road for garden equipment. (Resubmission of application 19/00810/AS)

Resolved: No objections from members.

20/00949/AS - Avalon, Soleshill Road, Chilham, Canterbury, Kent, CT4 8JZ - Proposed single storey rear extension, link first floor extension, internal and external alterations (Revision to application 19/01738/AS)

Resolved: No objections from members.

20/00905/AS - 2 Mulberry Cottages, Mulberry Hill, Chilham, Canterbury, CT4 8AJ - Variation of condition 2 on planning permission 17/01050/AS (Front Porch and Single Storey Rear Extension) to change materials to substitute the roof materials with Spanish slate tiles rather than Kent peg tiles; walls to be white render and windows to be doubled glazed pvc rather than timber frame units. (Already decided)

**20/00327/CONA/AS - Land SE of Plum Trees, Bowerland Lane, Chilham - Discharge condition 1
Resolved: No objections from members.**

20/00892/AS - Glebe Orchard Barn, Bowerland Lane, Chilham, Ashford, CT4 8AT - Erection of detached garage unit with secure storage/bicycle store, games room with dormer windows (retrospective - revision to garage design approved under 19/00741/AS) (Already decided)
An extension had been agreed by ABC, but the application had then been decided without conversing with the Parish Council.

Action: It was proposed by Cllr Martin that a letter is sent to ABC of our concerns and make it clear the Parish Council should be consulted prior to a decision, members unanimously agreed.

19/01554/CONB/AS - Orchard Bungalow, Goldups Lane, Chilham, Canterbury, CT4 8JQ - Discharge of conditions: 5 (disposal of sewage) & 9 (biodiversity) (Already Decided)

20/00983/AS - Land at rear of 9, Church Hill, Chilham - The erection of three detached dwellings with associated accesses, parking and landscaping.

Action: To be deferred to an Extraordinary meeting due to not being quorate to comment.

20/00648/AS - Rosecroft, Selling Road, Chilham, Canterbury, Kent, CT4 8BH - Erection of two storey rear extension (retrospective)

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Action: To have this application called in to the Ward Member as to why this has been allowed, unanimously agreed.

17/01592/CONC/AS - Old White Hill Cottage, Canterbury Road, Chilham, Canterbury, Kent, CT4 8EB - Discharge of condition 4 (part - in relation to bedrooms 2 & 3 only)

Resolved: No objections from members

Withdrawn

20/00727/AS - 5 Beaney's Lane, Chilham, Canterbury, CT4 8JD - Certificate of Lawful-Development-Proposed -Erection of Conservatory – Withdrawn by applicant.

Decided Applications:

19/01736/AS - Land west of, New Cut Road, Chilham, Kent - New Winery and Visitor Centre for Domaine Evremond Winery including vehicular access. **Granted**

20/00870/AS - Howletts Farm, Soleshill Road, Chilham, Canterbury, Kent, CT4 8JU - Prior notification of proposed agricultural portal building measuring to provide controlled atmosphere storage facilities for part of the current and future cropping . **Prior approval not required.**

20/00924/AS - 4 Hambrook Close, Chilham, Canterbury, CT4 8EJ - Certificate of Lawful Development-Proposed-installation of air conditioning unit. **Granted.**

20/00878/AS - Well Cottage, Taylors Hill, Chilham, Canterbury, CT4 8BZ - Replacement of existing garage door with new painted timber door with glazed panels. **Permit.**

19/01554/CONB/AS - Orchard Bungalow, Goldups Lane, Chilham, Canterbury, CT4 8JQ - Discharge of conditions: 5 (disposal of sewage) & 9 (biodiversity). **Permit**

20/00892/AS - Glebe Orchard Barn, Bowerland Lane, Chilham, Ashford, CT4 8AT - Erection of detached garage unit with secure storage/bicycle store, games room with dormer windows (retrospective - revision to garage design approved under 19/00741/AS). **Permit**

20/00905/AS - 2 Mulberry Cottages, Mulberry Hill, Chilham, Canterbury, CT4 8AJ - Variation of condition 2 on planning permission 17/01050/AS (Front Porch and Single Storey Rear Extension) to change materials to substitute the roof materials with Spanish slate tiles rather than Kent peg tiles; walls to be white render and windows to be doubled glazed pvc rather than timber frame units. **Permit.**

Appeals:

20/00182/AS - The Old Roses, Ashford Road, Chilham, Canterbury, Kent, CT4 8EE - Demolition of existing roof and re-construction of a new roof with additional first floor accommodation; Erection of two-storey side extension.

This application had been rejected by ABC, but the Parish Council raised no objections. Current members feel this is not in keeping with the area and not sympathetic to the surroundings and asked if we can add these comments?

Action: The Clerk will contact the Planning Officer for this application to ask advice.

Cllr Martin reported that there is another appeal that the Parish had not received for 19/01342, Land SE of Plum Trees, Bowerland Lane, Chilham, comments by the 14th October to be added to the next meeting.

3 Signed by the Chair: Date:.....

9/8. FINANCE & GOVERNANCE

- a) To consider a report from the Clerk and agree payments, a payments list with invoices was circulated to members.

<u>Name</u>	<u>Description</u>	<u>Amount (£)</u>
Laser (KCC)	Energy Supply THT	£81.61
Freshair Fitness	Adult Gym	£4042.19
HMRC	TAX/NI	£446.80
D Todd	Repairs to village green	£250.00
AR Groombridge	Grass Cutting	£320.40
Victory Cleaning	THT Cleaning/Supplies	£559.67
C Vincent	Wages	£687.38
G Dear	McAfee Renewal Re-imburement	£89.99
J Martin	Zoom Re-imburement	£143.88

Resolved: Members approved all payments; the list will be signed by 2 members when possible.

- b) To seek approval for the quote received from Hart Lee for tree maintenance.

Action: Due to the declaration of Cllr Schofield this item could not be decided upon and will be moved to the next meeting.

9/9. CORRESPONDENCE

Concern from a resident has been received about the lime trees in Herons Close, due to the height and the high winds recently, the Clerk has reported this to the ABC Tree Officer who will investigate.

Objection received for application **20/00983/AS - Land at rear of 9, Church Hill, Chilham. (Circulated to members).**

Cllr Martin reported that the developers in connection with Branch Road have suggested a meeting the latter half of w/c 17th September and to please send any points for this to the Clerk.

9/10. COMMUNICATIONS

Cllr Martin reported that the new council emails are up and running and the majority are now using these but there are a few teething problems so not everyone is able to use them yet.

Action: Cllr Martin proposed all new council emails to be used by the 19th September and if needed, to arrange a meeting with the IT provider, members unanimously agreed.

The website update will be carried forward to the next meeting due to the declaration of interest by Cllr Martin.

4 Signed by the Chair: Date:.....

Cllr Martin reported to members that Facebook is doing very well, 155 engagements this month and a very positive comment had been received from an officer who visited Chilham recently commenting how extremely clean the toilets were and COVID19 secure, a perfect model example. Everyone thanked Cllr Spencer-Tanner and Caroline Spencer-Tanner for their help with making this possible.

Cllr Martin briefly spoke about the newsletter and will send an email to members for possible topics and members to respond.

The Parish magazine deadline is Friday 11th September and asked members to please let Cllr Schofield know if they have any articles.

9/11. ASB

Cllr Martin spoke about ASB within The Paddocks and the ASB general meeting that was due to take place on the 17th September and suggested this be put back by a week and add details on Facebook and to email those residents directly involved details of the meeting.

Action: Cllr Martin proposed to send an email to the Ward Member, the ASB Officer, the Leader of ABC and if a response is not received within 14 days the Parish Council will send a complaint to the Ombudsman to complain about the lack of response and action. All members unanimously agreed.

9/12. BOROUGH COUNCILLOR REPORT

Cllr Charles Dehnel provided the following report in his absence:

HOUSING - Ashford Housing Delivery Plan 2020 -

<https://www.ashford.gov.uk/media/toxljxdu/ashford-housing-delivery-action-plan.pdf> Ashford scored a Housing Delivery Test result of 93%. Delivery performance of less than 95% requires a Housing Delivery Action Plan (HDAP) to be prepared and the application of a 5% buffer to the 5-year housing land supply figure (this will be published later in the year). The HDAP (link above) looks at the reasons for under delivery and describes a recovery action plan comprised of 4 themes:

1. Understand the barriers to delivery - which basically comprises data gathering from the market and developers community and establishing better working practices.
2. The Planning Process - Covers various aspects inc. 106 process, looking for themes in planning committee data, review of the planning application process (of particular interest to me and a growing number of Cllrs).
3. Infrastructure delivery - Engaging with those delivering it and funding options.
4. Maintaining a plan led approach - Continuing with the local plan adoption, encouraging Neighbourhood plans, monitoring and review

COVID19 - A roadmap for how the council will prioritise services and projects that will build a stronger community and help our local economy recover from COVID-19 was agreed by Cabinet on Thursday 30th July - <https://www.ashford.gov.uk/your-council/policies-and-strategies/recovery-plan/>. The Recovery Plan sets out how we will help residents to get through these tough times, either directly, or by signposting to where support is available via other organisations. It covers the next 18 months and includes four key themes:

1. Supporting economic recovery
2. Supporting community recovery
3. Place making, regeneration & infrastructure
4. Organisational change & workforce development

Plans are also in place/being developed further to help protect residents and to have action plan matrices ready in case of further outbreaks. the below link is useful for detail on cases at the national and local level:

National https://coronavirus.data.gov.uk/cases#_blank Local <https://www.arcgis.com/apps/webappviewer/index.html?id=47574f7a6e454dc6a42c5f6912ed7076>

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9/13. YOUTH COUNCIL

The Parish Council advertised for volunteers to join a Youth Council to engage and let the Parish Council know what they would like to see in the village for them to do but only 2 young people came forward from Chilham. Cllr Marriott suggested we acknowledge with thanks to the two that have volunteered. Members had a brief discussion on this with some residents' present.

Action: Cllr Martin proposed a plan of what to do be put together by members ready for the ASB meeting and a possible consultation within the community. Recommendations to be sent to Cllr Schofield to collate a plan and proposal at the meeting, all unanimously agreed.

9/14. KCC MEMBERS GRANT – Possible projects

Members discussed possible projects that could benefit from funding, suggestions included equipment for Speedwatch or funding towards a computer club or sports.

Action: Cllr Martin proposed a questionnaire be placed on social media and the newsletter to ask the community if there are any projects that could benefit, members unanimously agreed.

9/15. DATE OF NEXT MEETING

Thursday 1st October at 7pm.

DRAFT