



CHILHAM PARISH COUNCIL

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

on 1st October 2020 at 7.00 pm public Forum/7.30pm Meeting

Present: Councillors: Cllrs Marriott, Martin (Chair), Meaden, and Schofield

Also, present Cllr Charles Dehnel (Ashford Borough Council), Caroline Vincent (Locum Clerk to Council), 13 members of the public.

10/1. APOLOGIES FOR ABSENCE

There were no apologies.

Cllr Martin reported to members the resignation of Cllr R Spencer-Tanner, the Returning Officer at ABC has been contacted and the Notice of Vacancy will be posted on Friday. Cllr Martin went on to say that Richard had been a huge influence and inspiration and had achieved a lot in a short space of time including the Adult Gym from the S106 funding, making THT COVID secure, arranged with the Clerk an accounting system and online banking, all a huge achievement. Everyone at CPC wishes him well for the future.

Action: Cllr Martin proposed CPC write to him to thank him for all of his hard work, Cllr Meaden seconded, and all agreed.

10/2. MINUTES

The minutes from the meeting held on the 3rd September and the Extraordinary meeting held on the 16th September were circulated to members.

RESOLVED: That the Minutes of the meeting held on 3rd September/16th September be approved as a true and accurate record and signed by the Chairman, all members agreed.

10/3. ACTIONS ARISING FROM THE MINUTES

The list of actions were circulated to members, there was only one outstanding item for Cllr Martin for adding the question of projects for KCC funding but this had been done, since posting the information the KCC funding budget has now been reduced so this is currently no funding available.

10/4. DECLARATIONS OF INTERESTS

Cllr Martin declared an interest in item 10/6 on the agenda as the website team are a part of the Members of the Federation of Small Businesses which she works within a self-employed capacity.

10/5. THE HANDYMAN SCHEME

Cllr Martin had previously handed documentation to members explaining the Handyman scheme and asked for their thoughts on the scheme. The main concern was over the management of the person and if the scheme was economical. This scheme would only work if other local Parish Councils were interested.

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

Action: Members proposed the Clerk to contact other local Parish Councils to see if there would be any interest, all agreed.

10/6.PUBLIC COMMUNICATION

Members were asked if they were happy with the current format of the public forum before the meeting or would there be a better way of doing this? Tonight, the public were asked if they would like to put forward questions prior to the meeting to better prepare members for answering them. Members discussed if questions in advance worked over having questions on the evening.

Resolved: It was proposed to stay with the 30-minute forum and to give residents the option to provide a question in advance or wait until the evening.

10/7. DEPUTY CHAIR

Cllr Marriot had suggested to members of having a rotating Deputy Chair as no-one had come forward to be Deputy Chair and this suggestion was put forward for discussion.

Resolved: Members proposed to continue without a Deputy Chair but for Cllr Marriott and Cllr Meaden to provide support when required.

10/8. PLANNING

Members considered the following applications.

Cllr Martin reported that a meeting had been arranged to discuss the Harvest House application on 13th October at 7pm, members of the public are welcome to join via the Clerk and to send in any questions.

20/00191/TP, Land North of Taylors Hill, Chilham, T1 Sycamore Tree: Fell to ground level. T2 Sycamore Tree: Fell to ground level.

Resolved: Members have no objections.

20/01200/AS, Land North of Ensden Road, Chilham - The construction of a new vehicular access from Lower Ensden Road via a priority junction to provide access to the railway to the north. (Network Rail Infrastructure Ltd)

Resolved: Members have no objections pending clarification from Network Rail as to why the separate entrance is required.

20/01240/AS 01241 & 01242 - North Court Farm, Lower Lees Road, Chilham, Canterbury, Kent, CT4 8AU - Demolition of existing farm buildings; conversion of 3 historic buildings to provide 2 dwellings and annexe accommodation, and associated garages, access road, gardens and parking. Conversion of one modern agricultural building to a dwelling; creation of surface water drainage basin; use of existing farm access for residential access (northern part of the site).

01241 - (North Court Farm) Demolition of existing farm buildings; works of conversion of 3 historic buildings to provide 2 dwellings and annexe accommodation (northern part of the site)

01242 - (North Court Farm) Demolition of existing farm buildings; conversion of 2 existing farm buildings to 4 dwellings; creation of surface water drainage basin; use of existing farm access for residential access (southern part of the site).

Action: Cllr Martin proposed to put a proposal together for the next meeting for applications 01240/01241/01242, the Clerk to contact the Planning Officer to let us know if the deadline changes.

2 Signed by the Chair: Date:.....

Withdrawn

20/00910/AS - Alma Inn, Canterbury Road, Chilham, Canterbury, Kent, CT4 8DX - Demolition of the former Old Alma Inn and Erection of 8 Flats. **Withdrawn by applicant.**

Decided Applications:

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). **Permit**

19/01372/AS - Land at Stour Lake, Thruxted Lane, Chilham, Kent - Fishing lodge with associated access track, parking and landscaping. **Refused.**

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.

Appeal dismissed by the Planning Inspectorate.

Appeals:

20/00462/AS, Kent Vale, Canterbury Road, Chilham, Canterbury, Kent, CT4 8AG - Erection of three-bedroom dwelling and double garage. Members in support.

10/9. 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>
Lister Wilder	Tractor from s106 funding (for grass cutting)	£11,100
Itseeze	Email Subscription	£55.20
Viking	Printer Ink	£68.99
Victory Cleaning	THT cleaning and supplies	£559.67
EE	Mobile reimbursement	£22.82
Freshair Fitness	Final bill Adult Gym s106 funding	£4042.19
PKF Littlejohn	External Auditor Fee	£720.00
C Vincent	Wages	£648.96
HMRC	Jul-Sep 2nd Quarter Tax/NI	£785.24

Cllr Schofield asked what money was used for the tractor/mower, the Clerk confirmed this was from agreed s106 funding and Cllr Marriott asked the Clerk to find out value for money as seemed expensive.

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

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

- b) To receive the External Auditor Report

Cllr Martin and the Clerk reported to members that the External Auditor report had been received and that there were no further matters to raise.

- c) New mobile phone contract, decision required.

The Clerk explained that the previous phone contract was a personal one and should be a business contract in the Parish council's name and the previous one had to be cancelled.

Resolved: Members agreed to change to a business contract in the Parish Council's name, the Clerk to arrange.

10/10. CORRESPONDENCE

- a) The Clerk had received complaints about SE Water and the lack of water this week, the Clerk and Cllr Marriott had both complained asking for an explanation. SE Water provided the following information to the Clerk.

South East Water is really sorry to customers affected by repeated problems with their tap water supply. We know it's very inconvenient to be without water – even for a short time – and for this to happen frequently and repeatedly is particularly frustrating. We will be writing to all our customers shortly with details of what we are doing to resolve the problems in the long-term and the short-term. In the meantime, we have set up a webpage www.southeastwater.co.uk/chilham which has the latest updates and background information.

- b) Consultation regarding the new planning regulations and housing numbers.**

Cllr Martin discussed the consultation for future planning and said it is important that CPC add comments and asked members if they were happy for comments to be put together for the Clerk to add to the consultation which closes today, 1st October. Cllr Meaden and Cllr Marriott had both attended a White Paper Planning session recently and both had concerns that the algorithm is unsatisfactory and is constructed to permit higher housing numbers.

Action: Members agreed for comments to be collated and the Clerk to add to the consultation.

10/11. POLICIES

Cllr Martin thanked the Clerk for all of her time spent on preparing the draft policies which had been circulated to all members. It was proposed that the policies be added to the new website in draft format to adopt some at a time. Cllr Martin spoke about the importance of the Powers and Duties document which makes it clear what the PC can do.

Resolved: Cllr Martin proposed to accept the policies in draft format for now for the new website, all agreed.

10/12. COMMUNICATIONS

Cllr Martin reported that the new CPC website should be live on Friday 2nd October, there will still be a few tweaks, but members feel the website is very user friendly. Cllr Martin thanked everyone for their input with the new website.

Cllr Martin proposed that all CPC emails be up and running by this Sunday and asked members if there are any problems to agree to pay for services to correct the issues.

Resolved: All members agreed to use the emails by this weekend and to pay for services to fix any issues.

The CPC newsletter should also be ready on Sunday.

10/13. BOROUGH COUNCILLOR REPORT

BROADER INPUT

NHS COVID-19 APP

On 24 September the government launched its new NHS COVID-19 app which will help monitor cases of coronavirus and alert anyone who has been in contact with a positive case so they can take the appropriate action. You can find out more information about the app at: <https://covid19.nhs.uk>

CHILHAM SPECIFIC

ANTISOCIAL BEHAVIOUR

This section relates to the Paddocks in OWLs. On 14th Sep I met with Officers from ABC to discuss ongoing ASB (Officers included: Anthony Crossley, Toyah Bicker and Vikki Perry).

This meeting date had been suggested by me and Richard Spencer-Tanner, regrettably as the meeting invite was sent with little warning neither Richard Spencer-Tanner (Chair Chilham Parish Council) nor Jane Martin (Vice-Chair) were able to attend. Instead, I was briefed on all recent cases including issues with dogs, dog barking, dog breeding, caravans, tents, over occupancy, parking issues, noise and horses. I was also taken through action had been taken, and what items are currently left open. After the lengthy discussion I came away with the opinion that the Officers are taking all appropriate steps, but emphasised the point that in fact, those that are impacted by these behaviours are extremely distressed and asked what can we do to support them? I was told the following:

1. Though there appear to be a lot of issues each is dealt with in turn and are now either closed or in progress. Where there are serious contraventions, these can be escalated quickly but there must be evidence and any response must be just & proportionate. Going forward as advice to all residents with ASB issues you can:

email to customer.care@ashford.gov.uk

call on [01233 331 111](tel:01233331111) or;

use the "Report it" button on the ABC landing page and select Antisocial Behaviour

2. If residents feel that more should be done then there is the "community trigger" where: one individual who has reported on the same issue 3 times and/or 5 or more people experience the same issue, collectively you can call for action. <https://www.ashford.gov.uk/your-community/community-safety/anti-social-behaviour-asb/community-trigger/>
3. If residents feel that the Officers are negligent in their duty, then a complaint can be raised with the housing ombudsman. <https://www.housing-ombudsman.org.uk/residents/make-a-complaint/#iyilamoos>

For information, ABCs Anti-Social Behaviour Policy -

<https://www.ashford.gov.uk/media/rgxbe3xb/final-asb-policy.docx>

5 Signed by the Chair: Date:.....

I am willing to meet with **any** resident who would like to discuss specific matters, or open cases, which, may not be appropriate to discuss in open forum here. My contact details are up to date and public accessible via ABC website.

WATER SUPPLY

There are ongoing and frankly dreadful issues with pumping and power supply to the Old Wives Lees area and further afield. Both myself and Clair Bell (KCC member) have been in contact with SEW, as have other residents. I was informed today that a dedicated webpage is set up to keep us up to date on progress - www.southeastwater.co.uk/chilham

I also received an email from Sarah Crowdy Campaign and Media Officer at SEW, which, reads: *We are very sorry for the issues which we know has caused a lot of frustration and inconvenience. We have set up an incident team and taking all the steps we can to try to resolve the problems in the short and the long term. We will be writing to customers affected and have set up a dedicated webpage with all the information (above). We are also sending this information in a word document to the parish council so it can be pinned to noticeboards for those without internet access. Once again, we apologise as we know this has been a very difficult time for our customers.*

I also understand that a compensation package is being looked at. I ask that we all report any future outages and copy me in as I have undertaken to maintain contact and pressure on Sarah and team until the situation is fixed.

HANDYMAN

I know that COWLS are looking at a handyman scheme, as such on 3 September I met with the ABC Officer Michelle Byrne to get her input as she was/is pivotal and fully informed on how the schemes are set up and run.

She informed me that the first handyman schemes were set up in 2003 and that they learnt quickly that these schemes tend not to work with one parish but a cluster of parishes. Good examples of schemes run by other clusters or independent parishes would be Tenterden, Smeeth and Wittersham.

Financial contribution to the schemes comes from ABC diverting money they would pay to Aspire (ABCs grounds mgt company), and instead directing it to the parish responsible for the handyman service. The Parish(es) in turn provide a contribution from existing precept or raise more in precept to help fund the handyman service. It should be noted that typically the cost of providing a handyman service goes up over time but the ABC contribution remains flat so either way the Parish would need to raise more funds to fund the service going forward.

Today, there are no new handyman schemes coming forward that could be because of the current climate this is also because negotiation is required with the aspire team because every handyman service that strikes up takes money out of the contract for Aspire to deliver the services to that area. So, having one Parish decide to have a handyman service may in fact impact on others in the same ward.

Benefits of having the service means that you can have more of a personal touch so rather than cutting the lawn on a rigid weekly schedule your handyman would lay off it if we had a drought for example. There are also incidental benefits that could be accrued in the area of well-being, a local handyman that knows the residents knows the area and will know when something is amiss or someone is not coming out to collect the milk.

Having received this briefing from Michelle I will contact the Whittersham PC to see what their experience has been. I also think it would be worth finding out how much is currently paid to Aspire to maintain this area. I would make the recommendation to the Parish Council that we invite Aspire and ABC to meet with us to discuss further.

10/14. DATE OF NEXT MEETING

Thursday 5th November

6 Signed by the Chair: Date:.....

10/15. CLOSED SESSION

- a) Decision required for Clerk's Contract/position at Chilham PC
- b) Decision required to accept the new NALC pay scales

The minutes for this item are on confidential papers.