

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 9th DECEMBER 2008 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 5PW.

Present:

Cllr. A. Dawes – Chairman

Cllr. C. Barlow – Vice-Chairman

Cllr. P. Graveson

Cllr. M. Goff

Cllr. S. Dungay

Cllr. D. Butcher.

Cllr. R. Doyle CCC

Cllr. J. Jeffries

Cllr. D. Weatherall

Mr P Hornibrook – Clerk

KCC Community Warden – Tom Tucker-Smyth.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. D. Frost, Cllr. A. Frost.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 11th November 2008 (previously circulated).

Proposed by: Cllr. Barlow and Seconded by: Cllr. Jeffries.

Cllr. Barlow noted that the November 2008 minutes on page 66 under 'Amenities' should be re-worded as follows: if any larger sign were to be erected it will be the responsibility of the Village Hall Management Committee and not the Parish Council.

Resolution carried unanimously.

(3) COUNCIL: a) Declaration of any member's interest in agenda items.

No interest was noted in any agenda items by any member.

b) Any change in declaration of member's interest.

No changes in member's interests were noted.

(4) MATTERS ARISING

Cllr. Butcher noted that at the last meeting the farmer who confirmed that when 'growth is sufficient' he will cut a footpath across his field, must cut the crops within two weeks of planting them. This was different information as originally supplied by the PROW Office and further clarification of the situation will now be sort from the PROW Officer.

(5) TO RECEIVE AND CONSIDER CORRESPONDENCE

(A folder of correspondence was available for all Councillors to view the correspondence and make comment on).

The following issues were raised for discussion:

- Item 1: CCC – Joint Meeting of the Rural Area (North) Member Panel and the Rural Area (South) Member Panel – Agenda – Monday 17th October 2008. A copy of the document was available for all members to read.
- Item 2: Kent Downs AONB – The Orchid Newspaper – Autumn/Winter 2008. A copy of the paper was available for all members to review.
- Item 3: Kent Highway Services – KCC Permit Scheme – Further Consultation on Key Changes. Comments by Friday 12th December 2008. Cllr. Dawes noted details to all members.
- Item 4: KCC – Letter to KCC Cllr. J. Simmonds regarding a proposed footpath on the A28. Cllr. Dawes read out a letter from a relative of a parishioner who lives on the A28 Ashford Road, and who has already been in contact with Cllr. Simmonds endeavouring to have a footpath installed outside her parent's house. Discussion took place on the subject and it was agreed that the Clerk should contact Cllr. Simmonds and ascertain the current position as the issue in question is a very dangerous one.
- Item 5: CCC – Minutes of the Canterbury District Parish Forum – Saturday 15th November 2008 at Chartham Village Hall. A copy of the minutes was available for all members to view. Cllr. Dawes noted that the meeting was well attended and guest speakers were representatives from Kent Police talking about PACT initiatives and the Northgate Ward Over 60's Community Service who reported about services available for the elderly in rural areas.
- Item 6: FWAG – Farming & Wildlife Advisory Group Magazine – Autumn/Winter 2008. A copy of the magazine was available for all members to view.
- Item 7: Ashford Voice – Magazine Winter 2008/2009. A copy of the magazine was available for all members to read.
- Item 8: CPRE – CCC – Street Scene Services – Invite to Meeting 22nd December 2008. Details were noted to all members.
- Item 9: CPRE – KCC – Confirmed Definitive Map Modification Order – AE660/AE661/CB543. Details of the changes were noted to all members.
- Item 10: CCC – Development Control Committee – Agenda – Tuesday 9th December 2008. Details were available for all members to view.
- Item 11: CCC – Development Control Committee – List of Planning Applications – Tuesday 9th December 2008. Details were available for all members to view.

- Item 12: Babcock Networks Ltd – Overhead Tower Line Refurbishment. Details were noted to all members regarding the refurbishment plans.
- Item 13: CCC – Standards Committee – Annual Report 2007/2008. A copy of the report was available for all members to read.
- Item 14: CPRE – Fieldwork – Newsletter December 2008. A copy of the magazine was available for all members to read.
- Item 15: FWAG: Stewardship Update – Issue 2. A copy was available for all members to read.
- Item 16: Kent Police – Policing Kent Magazine December 2008. A copy was available for all members to read.

(6) **TO RECEIVE AND CONSIDER REPORTS & MINUTES OF COMMITTEES**

a) **Finance and General Purposes.**

The Clerk reported that the Parish Council Accounts for 2007/2008 have now been formally 'signed off' by the Audit Commission.

The Clerk confirmed that the Finance & General Purposes Committee had met recently to discuss the 2009/2010 'Precept' application, to be submitted to CCC by the 31st December 2008. Details of the proposed application were handed out to all members and after discussion a resolution to submit a 'Precept' application of £89,500 to CCC for the 2009/2010 year was proposed by Cllr. Barlow and seconded by Cllr. Goff. All members voted in favour.

Cllr. Doyle CCC noted that she had spoken in support of increasing the 'Concurrent Funding' budget at a recent meeting of the CCC Executive. Other members and supporters had also spoken to support a proposed increase and a final decision will be made by the Executive in February 2009.

The Clerk reported that the Parish Council will breach the Freedom of Information Act if it does not adopt the generic 'Model Publication Scheme' which has been produced by 'The Information Commissioners Office'. A resolution to adopt the Model Publication Scheme was proposed by Cllr. Dawes and seconded by Cllr. Weatherall. All members voted in favour.

A resolution that orders for payment shown in attached schedules was agreed unanimously. They were signed by Cllr. Dawes and Cllr. Butcher.

(b) **Planning.**

The Clerk reported that there were two new Planning Applications to be dealt with at the meeting:

CA/08/01388/CHA: Proposal: Single-storey and first floor extensions to rear of dwelling:
Location: 2 Denstead Cottages, Denstead Lane, Chartham, CT4 7NL: **Parish Council Views:** No Objections.

CAL08/00139/CHA: Proposal: Internal alterations: **Location:** Hope Cottage, Rattington Street, Chartham, CT4 7JG: **Parish Council Views:** No Objections.

The Clerk read out two '**Granted**' Planning applications.

CA/08/01164/CHA – 15 Chartham Downs Road, Chartham CT4 7PS

CA/08/01130/CHA – 37 Updown Way, Chartham CT4 7TP

The Clerk read out details relating to one '**Withdrawn**' Planning application.

CA/08/00069/CHA – Salvation Army Hall, Shalmsford Street, Chartham, CT4 7SE.

Notice of Proposed Work to Trees in a Conservation Area:

Chartham South NWR substation at Shalmsford Street, Chartham: Remove the Elm trees on the NWR boundary fence adjacent to 95 Shalmsford Street.

It was also reported that numerous trees in River Court had been pruned and felled recently. As the trees fall in a 'Conservation Area' permission should be obtained from CCC. The Clerk will contact the CCC Enforcement Team to investigate the issue.

(c) Cemetery.

The Clerk reported that repairs to the tarmac at the lych-gate have now been completed.

The Clerk reported that the Cemetery Lodge is still up for sale and although quite a lot of interest has been shown recently only one offer of £145,000 had been made for the house and this was felt to be too low.

It was also reported that the wrought iron gates outside the entrance to the Chapel have now been painted and a new padlock has been fitted to add to the security of the site.

The Clerk reported that we have still not had a reply from Mr Hume regarding his 'Right of Access' through the cemetery car park. It was noted that Robinsons had send a duplicate letter and it was agreed that if no response is forthcoming we should accept that Mr Hume has received the letter and is aware of his responsibilities not to damage the car park surface with his vehicles.

It was reported that we have accepted a quotation from Keith Newing (Stonemason) to erect 'Plot' markers in the cemetery grounds to enable visitors to identify each separate burial plot.

The Clerk reported that the cemetery tractor and strimmer are still up for sale and although some interest has been shown no firm offers have yet been received.

It was noted that the Clerk and Cllr. Jeffries are still updating the grave plans to computer format and compiling a current list of dangerous memorials.

It was reported that Cllr. Barlow has now transferred the Burial Registers to the Clerk and these will be held in the Parish Office. It was agreed that the 'copy' Register will be held by Cllr. Jeffries. Cllr. Jeffries and the Clerk will now be taking more responsibility in issuing Interment and Memorial letters instead of Cllr. Barlow.

(d) Countryside.

The Clerk noted that it was with great sadness that he had to report the recent death of Norman Dale through cancer, who was a valued Tree Warden in the parish for many years. Norman's funeral was at Upper Hardres Church and was well attended by family, friends and colleagues.

The Clerk reported that Alan Groombridge collected 43 trees from KSCP at the University of Kent on Saturday 6th December 2008 as part of the KCC 'free trees' programme. It was noted that Alun Griffiths will now undertake an organised programme of planting at various locations around the parish.

It was noted that footpath CB543 requires a new finger post. The PROW Office will be contacted.

The next footpath walk will be the 'Boxing Day Ramble' on Friday 26th December 2008 at 10.30 am from Chartham Village Hall Car Park. Dennis Owen will lead the walk.

Cllr. Graveson gave a short report on the recent AGM of CPRE that he attended.

It was reported that a house in Shalmsford Street has an overgrown bush which is incurring onto the pavement. The KCC Community Warden will talk to the owner about cutting back the offending bush.

Cllr. Barlow stated that there are still concerns noted from relatives regarding the burial grounds at St. Augustine's. It was noted that there are 'No Trespassing' signs at the site. But it was confirmed that access should be allowed to the grounds all year round. The matter has been referred to the Diocesan Registrar to take forward access issues to the site.

Cllr. Dawes noted that all footpaths in the parish should be kept in good condition all year round and if anyone notices a problem they should report it to Cllr. Butcher or Cllr. Dawes. The KCC Warden noted that the 'Youth Offending' team could be used to clear some of the overgrown footpaths.

(e) Amenities.

It was noted that the new Parish Council notice-board has been erected in the village hall car park and that Cllr. Dungay is still liaising with the Village Hall Management Committee regarding contact details and other information to be advertised in the notice-board as there is currently no Chairman of the VHMC.

The Clerk reported that a new dog bin has been erected in the corner of the Memorial playing field near the riverside footpath.

It was also noted that a new litter bin had been erected near the shop on Station Road, and that a new cycle rack has been installed in the village hall car park.

The Clerk noted that the replacement Bus Shelter for the station triangle has been erected and a new one for Chartham Hatch will be installed early in the New Year.

(f) No Man's Orchard Management Committee.

Cllr. Dawes noted that there is a waiting list to 'adopt' trees at NMO and at present there are only cider apple trees available which are not as popular to adopt as the large Bramley apple trees.

It was noted that there was lengthy discussion about old wood pruning etc that have been gathered and burnt recently in No Man's Orchard. The Committee are not happy with the burning of anything other than vegetation and it was reported that some members had seen old kitchen cupboards on the pile and did not think this was appropriate. It was noted that domestic rubbish should not be included in the burning.

It was noted that Matt Hayes will be leaving KSCP to take up a new post in West Kent in January 2009. He was thanked for all the work that he had done at the orchard and wished well in his new job. Jon Shelton would be our contact at the KSCP.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion.

The Clerk reported that two meetings had been arranged recently between the Committee and Architect, set up to represent both the Parish Council and Sports Club to take forward the building of the new pavilion. It was noted that 'tenders' were issued to a number of building contractors last week and that further detailed specification documents will be sent to contractors asking them to tender for the plumbing and heating contracts. The Committee will convene after the Christmas and New Year break to review and discuss the returned 'tender' quotations. The clearance of the pavilion site will commence early in the new year.

(b) Play Areas.

The Clerk reported that Campbell's Fencing had recently completed the fencing of the new play equipment on the Memorial playing field. A new picnic table will be installed shortly, along with signage, litter bin, and cycle-racks.

The Clerk reported that Robinson Solicitors are still dealing with the proposed transfer of a strip of land adjacent to the Chartham Hatch recreation ground to the Parish Council.

It was also noted that Robinsons Solicitors are still dealing with the registration of the open spaces at Chartham Hatch, and the Memorial playing field.

(8) VILLAGE HALL UPDATE.

The Clerk reported that Robinson Solicitors are still dealing with the registration of the village hall, car park and patio areas with the Land Registry Office as well as reviewing the 'Trust Deed' for the village hall.

The Clerk confirmed that he and Cllr. Barlow had met last Friday with representatives from Berkeley Construction and Clague Architects to check the current status of the final 'snagging list' at the village hall. It was reported that numerous items have still to be completed and Berkeley Construction will now return to the hall over the next week or so to complete the outstanding issues.

It was reported that the Chairman's notice-board is still with the sign-writer at Whitstable to update the Chairman's service records.

Cllr. Barlow noted that the VHMC had requested a gas 'cut-off' in the boiler room. This is to be investigated further.

Cllr. Barlow also noted other issues that still have to be looked into, such as the position of the 'Mother & Toddler' shed at the rear of the hall and a small gap in-between the doors in the meeting room leading to the main hall.

Cllr. Weatherall raised the issue of a separate notice-board for the exclusive use of the Youth Club and she was advised to write to the VHMC to formalise the request.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways:

The Clerk read out a letter from Mrs G S Day regarding damage to the wall outside 2 Deanery Farm Cottages. After discussion it was agreed to forward the letter to Kent Highway Services for their advice.

Police Liaison:

The KCC Community Warden noted the following report: There had been various calls from residents but none crime related. There have been two burglaries in the village recently and the Police have crime reports for both of these.

It was noted to be aware of bogus callers, especially at this time of the year. With Christmas fast approaching be aware of advertising to criminals what you have bought for Christmas, and take all packaging direct to the recycling depot.

It was reported that Martin and Sandra Cook received a 'Highly Commented' award in the recent Kent Volunteer Awards, which was extremely well deserved for all the voluntary work they undertake in the parish.

Cllr. Doyle CCC raised the issue of a number of complaints from residents relating to parents parking on the grass at Brice Avenue when collecting and dropping off their children at school. It was noted that the Police and CCC Traffic Wardens will be asked to visit the area and speak to offending motorists.

(10) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 13th January 2009** at 7.30 p.m. at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7HX.

(11) CLOSURE

There being no further business the meeting closed at 08.56 p.m.

Chairman.....Date.....