

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 10th FEBRUARY 2009 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. D. Frost

Cllr. M. Goff

Cllr. D. Butcher.

Cllr. A. Frost.

Cllr. J. Jeffries

Cllr. D. Weatherall

Mr P Hornibrook – Clerk

KCC Community Warden, Tom Tucker-Smyth.

One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. S. Dungay, Cllr. R. Doyle CCC.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 13th January 2009 (previously circulated).

Proposed by: Cllr. D. Frost and Seconded by: Cllr. A. Frost.

Resolution carried unanimously.

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

Cllr. Butcher noted an interest in a new Planning application at land adjoining 52 Shalmsford Street, Chartham, Nr Canterbury, Kent.

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

No changes in member's interests were noted.

(4) MATTERS ARISING

The Clerk noted a second request from a parishioner to use the Chartham Hatch recreation ground for a children's go-kart party on Saturday 6th June 2009. The original date of the 4th July 2009 was agreed by the Parish Council at the January 2009 Parish Council meeting, but has now to be changed. The re-arranged date was agreed by all members and the Clerk will confirm this in writing, noting that if the weather is inclement the event cannot take place.

(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 – Monday 19th January 2009. Details were available for all members to view.
- Item 2: Kent Highway Services – Annual Traffic Regulation Review 2008. Cllr. Dawes noted details to all members regarding a proposed footpath on the A28 and speed limit proposals for Linden Road at St. Augustine's.
- Item 3: Kent Police – Police Rural Parish Council Forum – Saturday 28th February 2009. Details were noted to all members and the Clerk and Cllr. Butcher will attend. It was stated that if any Councillor has any ideas/issues that they want raised at the meeting, they should e-mail the Clerk with their proposals.
- Item 4: CCC – Development Control Committee – Agenda – Tuesday 3rd February 2009. A copy of the document was available for members to view.
- Item 5: CCC – Development Control Committee – List of Planning Applications – Tuesday 3rd February 2009. A copy of the document was available for members to view.
- Item 6: Clive Emson Auction – Dates for April 2009. Details were available for all members to view, and the issue of selling the Cemetery Lodge was raised and discussed. The members agreed to consider putting the Lodge up for auction in June 2009 if a suitable 'reserved' price can be realised.
- Item 7: Swale Borough Council Core Strategy – What is it and how to be involved. Questions. Cllr. Dawes noted details to all members and after discussion it was agreed to answer question 7 only as this was the only issues that applied to Chartham Parish Council.
- Item 8: East Kent Sustainable Community Strategy – Public Consultation. Details were available to all members and the Clerk will issue all members with a copy of the report and members can then make their comments via the website.
- Item 9: Swale Borough Council – Gypsy & Traveller Corporate Policy Consultation – Draft February 2009. Details were available for all members to view.
- Item 10: KCC – Kent Annual Public Health Report 2007. A copy of the report was available for all members to view.
- The Clerk noted a letter from Chartham Hatch Village Hall Society asking permission to use the recreation ground on Saturday 18th July 2009 for a proposed 'Fun day/Band Concert'. All members agreed to the request with the normal proviso of the field not being used in bad weather. The Clerk will reply to CHVHS.

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

(a) **Finance and General Purposes.**

The Clerk reported that the last quarters VAT claim had been submitted to HM Revenue & Customs.

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

(b) **Planning.**

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

CA/09/00069/FUL: Proposal: Erection of building for office use: **Location:** Upper Horton Farm, New House Lane, Chartham, CT4 7BN: **Parish Council Views:** Site visit to be arranged.

CA/09/00059/CHA: Proposal: Selective coppicing and pruning of Sweet Chestnut & Hazel subject of T.P.O. No. 3 of 1987: **Location:** rear of Rose Cottage, Hatch Lane, Chartham Hatch, CT4 7LS: **Parish Council Views:** No Objections.

CA/09/00097/FUL: Proposal: Erection of three terraced dwellings with associated garaging, parking and cycle store: **Location:** Land adjoining 52 Shalmsford Street, Chartham, CT4 7RJ: **Parish Council Views:** Site visit to be arranged.

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

CA/08/01388/CHA – 2 Denstead Cottages, Denstead Lane, Chartham CT4 7NL.

CAL08/00139/CHA – Hope Cottage, Rattington Street, Chartham CT4 7JG.

The Clerk noted a meeting at land adjacent to the Royal Oak at Chartham Hatch with representatives from Lambert & Foster, Chartered Surveyors and their client Summerfield Farms to discuss planning proposals for the site. It was stated that to date no formal planning application has been submitted and after discussions it was agreed that the Clerk would try and arrange a meeting with a CCC Development Control to discuss the proposals for the site.

The Clerk read out a letter from the CCC Enforcement team regarding an alleged breach of planning regulations at Bigberry Farm, Bigbury Road, Chartham. We await further investigations and response from the Enforcement team.

Notice of Proposed Work to Trees in a Conservation Area:

Cllr. Dawes reported the re-pollarding of three Lime trees at 18 River Court which are currently overhanging the Rectory driveway. Cllr. Dawes had spoken to Christine Warren, Tree Conservation Officer at CCC who had agreed to the request for the work to be undertaken. The Parish Council had 'No Objections' to the proposal.

(c) Cemetery.

The Clerk reported that Alan Middlemiss (Stonemason) is due to start work on further repairs to the St. Mary's Church wall this week.

The Clerk noted that Keith Newing (Stonemason) has installed new 'Plot Markers' to identify the different grave areas at the Ashford Road cemetery.

The Clerk reported that he had submitted two Capital Grant applications to CCC to 'resurface the car park' and 'build a new roadway and footpaths' in the cemetery extension.

The Clerk reported that he had also submitted a KCC Grant application to KCC Cllr. John Simmonds for further funds towards the resurfacing of the cemetery car park.

It was 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.

The Clerk noted that he, Cllr. Barlow and Cllr. Jeffries are dealing with various 'Exclusive Rights of Burial', Memorial applications and recent Funeral arrangements.

It was reported that the Clerk and Cllr. Jeffries are still updating the cemetery grave plans to computer format and completing the annual 'Dangerous Memorials' review.

(d) Countryside.

The Clerk noted that some 20 trees have recently been planted by Tree Warden Alun Griffiths on the Memorial playing field, and that a further 30 plus trees are due to be planted at St. Augustine's and the Shalmsford Street recreation ground in the next couple of weeks.

Cllr. Butcher noted that the tractor recently cutting back the hedgerow along Thruxted Lane left a huge amount of timber and debris on the road. It was stated that if the situation happens again the KCC Warden should be contacted and he will contact Kent Highway Services asking them to clear the mess.

The next footpath walk will be on Sunday 8th March 2009 at 2.00 pm from opposite the Royal British Legion Hall. Bernard Wilson will be leading the walk.

(e) Amenities.

The Clerk reported that the Parish Council website is being updated along with the Village Information Pack. It was noted that not all of the Clubs and Organisations have replied to the letter sent to them in January asking them to update their contact details and provide a list of events for the forthcoming year and this has caused a delay in updating the information.

It was reported that the Parish Emergency Plan is almost complete and will be brought to the next Parish Council meeting to formally agree and 'sign off' the document.

It was reported that the new Bus shelter at Chartham hatch has been erected.

The Clerk reported that Alan Groombridge has not been able to install the new picnic table, notice-board, cycle rack and litter bin on the Memorial playing field due to the recent snow and wet weather.

It was reported that 3 new salt/grit bins had been ordered for Chartham Hatch and the village hall car park.

The Clerk noted that all members were welcome to view the various brochures showing the different styles of basketball/football goal multi-play that are available for possible installation at the memorial playing field at the end of the meeting.

The Clerk noted that he had submitted a Grant application to KCC Cllr. John Simmonds for funds to help the Youth Club meet their hall hire costs.

Cllr. Weatherall reported that KCC Cllr. John Simmonds and two representatives from the Village Hall Management Committee visited the Youth Club last week to view the club in action and to talk to the children and volunteers. It was hoped that an article on the Youth Club would go into the local papers next week.

It was reported that a new 'Dog Fouling' sign was required for the entrance to Bakers Wood as the old one has been vandalised.

(f) No Man's Orchard Management Committee.

It was noted that the next meeting of the No Man's Orchard Management Committee is on the 1st April 2009.

Cllr. Dawes noted that the No Man's Orchard information leaflet is currently being updated by the KSCP.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion.

The Clerk reported that the Football Foundation have been sent the tender documents for the building of the new sports pavilion as they have to formally agree and 'sign-off' our chosen contractor. The Football Foundation has now requested tenders to be submitted for all the associated works such as the fencing of the site, pitch reconstruction, clearance of the site, tree work and the installation of a car park. A further meeting has been arranged with the Football Foundation for the 18th February 2009 at Chatham to discuss the tenders and outstanding issues. Until all the further tenders are submitted and agreed, the Football Foundation will not sanction the release of funds and this will ultimately lead to a delayed start date for the project.

(b) Play Areas.

The Clerk noted 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.

(8) VILLAGE HALL UPDATE.

The Clerk reported that he had again met with James Ford from Clague Architects to try and 'sign-off' the village hall snagging list. It was noted that Berkeley Construction have not completed all the jobs identified to the Parish Council and Clagues satisfaction, and have been asked once again to return and complete the outstanding work.

It was requested that we ask Clague to check if the door between the Meeting Room and Main Hall is a main Fire Door.

It was reported that Robinson Solicitors are still working on the 'Trust Deed' for the village hall and that they have been given an updated list of the current members of the Village Hall Management Committee and a copy of the 'Trust Deed' that is currently in place. It is hoped that the work on the document will be completed within the next four weeks.

The Clerk noted a request to use the Memorial playing field for the Village Fete on Sunday 6th September 2009 between 2.00 – 6.00 pm. The Fete Committee would like to start setting up for the Fete on the previous Saturday. All members voted in favour of agreeing to the proposal.

The Clerk noted that Graham Hoare has offered to move the 'Mother & Toddler' shed at the rear of the village hall. This will take place one weekend when there are no hall bookings, and the shed will be reconstructed on new concrete slabs.

The Clerk reported that he has updated the Parish Council Fixed Asset Register to reflect the new Youth Club play equipment purchased and will forward the details to Zurich Municipal to update our Insurance Policy.

The content of the information to be displayed in the Parish Council notice board was discussed and the Clerk handed out copies of the proposed wording to all members. All members agreed to the wording and the Clerk will arrange for the notice to be laminated and blown up to A3 size.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

(a) Highways:

The Clerk read out an e-mail from Kent Highway Services regarding the traffic issues at Chartham Hatch and reported that Kent Highway Services are endeavouring to arrange a meeting with representatives from the Parish Council, KCC Cllr. John Simmonds and Chartham Hatch representatives to discuss taking forward the various proposals.

After several complaints from residents at St. Augustine's, the Clerk noted an e-mail from KCC Cllr. John Simmonds who stated that he will look into the issue of who is ultimately responsible for the filling of the salt/grit bins at St. Augustine's. The developers have been approached by the Parish Council and CCC but have not responded to our enquiries.

Cllr. Weatherall raised the issue of a number of pot-holes around the village which have surfaced after the recent bad weather. The Clerk and KCC Warden will check the pot-holes reported in Shalmsford Street, the Crescent, Cockering Road, Howfield Lane and the A28 near Brownhills Motor Homes, and report their location to Kent Highway Services.

Cllr. Dawes raised the issue of whether Howfield Lane can be gritted in the bad weather as it is very dangerous when covered in snow and ice. It was noted that Kent Highway Services main priority is to keep the motorways and 'A' roads open and unfortunately the minor roads do not normally get gritted due to cost constraints.

(b) Police Liaison:

The Clerk noted details of a report from the KCC Community Warden as follows:

Various telephone calls had been received from residents reporting an array of different suspicious persons and vehicles in the area.

Graffiti has now started to be removed from different areas of the village by CCC.

On his walks around the village the KCC Warden was alarmed to see the amount of valuables on display in cars and homes. It was noted that this is an invite to crime so please lock valuables out of sight.

Some motor vehicle owners out there need to remember that when you leave your car unattended with the engine running this is an offence, let alone inviting someone to steal your vehicle.

Police were called to a party in Stour Close last Friday where a car had its windscreen broken.

Lastly, if you don't report crime to either the Police, PC Nick Bell or the KCC Warden there is very little that we can do to help you.

Cllr. Goff noted a problem recently with a vehicle parked on the pavement at River Court causing an obstruction for pedestrians and disabled persons. The problem has happened again with the incident once again being reported to the Police and still nothing has been done to address the issue. It was noted that the same problem also occurs at various places on the St. Augustine's estate. The KCC Warden explained the awkward rules and regulations relating to vehicles parking on the pavement and causing an obstruction and noted that he will be taking the matter forward.

It was reported that a Police motor-cycle team now travels regularly around the parish and are equipped with speed cameras.

Cllr. Barlow gave a vote of thanks to Cllr. A. Frost for his articles in the Parish Magazine over the past months. The Clerk will now forward extracts from the minutes to Alan Green for him to edit and note in the magazine according to space available.

(10) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 10th March 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 08.53 p.m.

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