

# **CHARTHAM PARISH COUNCIL**

## **MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 11<sup>th</sup> JANUARY 2011 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 7JA.**

### **Present:**

Cllr. A. Dawes – Chairman

Cllr. M. Goff

Cllr. C. Manning

Cllr. J. Jeffries, Vice-Chairman

Cllr. D. Weatherall

Cllr. S. Dungay

Cllr. A. Frost

Cllr. G. Hoare

Cllr. D. Butcher

Mr. P. Hornibrook – Clerk

One member of the public.

### **(1) APOLOGIES FOR ABSENCE**

Cllr. D. Thompson (Work Commitments), Cllr. R Doyle CCC (Other Commitments).

### **(2) CONFIRMATION OF MINUTES**

Resolution: To confirm minutes of meeting held on 7<sup>th</sup> December 2010 (previously circulated).

Proposed by: Cllr. Manning and Seconded by: Cllr. Hoare.

All members voted in favour.

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

None were noted.

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

No changes in member's interests were noted.

### **(4) MATTERS ARISING**

All matters would be dealt with under their separate headings.

### **(5) TO RECEIVE AND CONSIDER CORRESPONDENCE**

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

The following issues were raised for discussion:

- Item 1: AWCIRK – Oast to Coast Magazine – Winter 2010. A copy was available for all members to read. Cllr. Dungay took the document to pass onto Cllrs. Butcher and Jeffries.

- Item 2: CCC – Street Monitors Meeting Minutes 12<sup>th</sup> October 2010 – A copy of the minutes was available for all members to read.
- Item 3: CCC – Waste Minimisation Policy. A copy of the document was available for all members to read. Cllr. Weatherall took the document for perusal.
- Item 4: CCC – Development Control Committee – Agenda – Tuesday 11<sup>th</sup> January 2011. A copy was available for all members to read.
- Item 5: Kent Police Authority – Policing Kent Magazine – December 2010. A copy was available for all members to read. Cllr. Butcher took the document for perusal.
- Item 6: Ashford Borough Council – Planning and Compulsory Purchase act (2004) Regulation 27 – Town and Country Planning (Local Development) (England) (Amendment) Regulations in 2008 and 2009. Details were available for all members to read.
- Item 7: The Kent Branch of CPRE – Protect Kent – The Localism Bill: Briefing for Parish Councils and Amenity Groups. Cllr. Dawes noted brief details to all members and it was agreed that the Clerk would photocopy the document and set it to all members for their perusal.
- Item 8: Swale Borough Council – Regulation 25 of The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. Publication for consultation of ‘Pick your own’ – Swale Borough Council’s Issues and Strategic Spatial Options document January 2011 – Comments were requested by 14<sup>th</sup> March 2011.
- Item 9: The Lord Mayor’s Award 2011- Nominations Requested. All members were asked to think of any suitable local nominations and let the Clerk know as soon as possible.
- Item 10: CCC – Joint Meeting of the Rural Area (North) Member Panel and the Rural Area (South) Member Panel – Agenda – Monday 17<sup>th</sup> January 2011. A copy was available for all members to read.

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

**(a) Finance and General Purposes Committee:**

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

The Clerk reported that the last quarter’s VAT reclaim was in the process of being completed before submission to HM Revenue & Customs.

The Clerk noted that he still only requires Cllr. Thompson to sign the new Lloyds/TSB signatory form to allow him to sign cheques on all Parish Council accounts.

It was noted that the Finance & General Purposes Committee had recently met to discuss the 2011/2012 Precept application to CCC. The Clerk handed out spreadsheets to all members showing the proposed application figures and discussion took place regarding the proposals. It was then agreed that the Parish Council would submit an application of

£81,281 to CCC for the 2011/2012 year which was some £3,000 less than last year's figure and thought to be prudent in the current financial climate. A resolution to submit a Precept application for £81,281 to CCC was proposed by Cllr. Butcher and seconded by Cllr. Weatherall. All members voted in favour.

**(b) Planning:**

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

**CA/10/02080/FUL – Proposal:** Demolition of existing dwelling and erection of three dwellings with associated parking and access: **Location:** 27A Chartham Downs Road, Chartham, CT4 7PS: **PC Comments:** Site visit arranged for Wednesday afternoon at 3.00 pm.

**CA/10/02057/FUL – Proposal:** Erection of detached dwelling with associated parking (Revised Scheme): **Location:** Land at Bakers Lane, Chartham, CT4 7QB: **PC Views:** No Objections.

**CA/10/02178/LB – Proposal:** Dormer window, replacement stairs, installation of flue, conversion of turbine room to living accommodation and internal alterations: **Location:** The Island House, 1 Chartham Corn Mill, Ashford Road, Chartham, CT4 7NY: **PC Views:** No Objections.

**CA/10/02123/FUL – Proposal:** Dormer window, replacement stairs, installation of flue, conversion of turbine room to living accommodation and internal alterations: **Location:** The Island House, 1 Chartham Corn Mill, Ashford Road, Chartham, CT4 7NY: **PC Views:** No Objections.

**CA/10/02162/FUL – Proposal:** Conversion of garage into self-contained holiday let: **Location:** 1 Denstead Cottages, Denstead Lane, Chartham, CT4 7NL: **PC Comments:** No Objections.

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

**CA/10/01805/FUL** – 154 Shalmsford Street, Chartham, CT4 7QN.

**CA/10/01817/FUL** – The Woodlands, Howfield Lane, Chartham CT4 7LZ.

**CA/10/01900/FUL** – Unit 4, Stour Valley Business Park, Ashford Road, Chartham, CT4 7HP.

**CA/10/01908/FUL** – 34 Magnolia Drive, Chartham, CT4 7TG.

**CA/10/01975/FUL** – 22 Beech Avenue, Chartham, CT4 7TA.

**CA/10/02014/TPO** – Nickle Farm House, Nickle Farm, Nickle Lane, Chartham, CT4 7PF.

The Clerk read out one '**Refused**' Planning Application.

**CA/10/01723/FUL** – 9 Aspen Road, Chartham, CT4 7TB.

The Clerk reported on a Planning Training Course to be held on Saturday 19<sup>th</sup> February 2011, and a resolution was proposed by Cllr. Dawes and seconded by Cllr. Manning that the Parish Council pay the £25.00 per head cost for the course. All members voted in favour. To date the Clerk, Cllr. Dawes, Cllr. Manning, Cllr. Jeffries, Cllr. Butcher and Cllr. Dungay had expressed an interest in attending the course.

The Clerk reported a reply from the CCC Enforcement Team regarding an alleged breach of planning regulations at land adjoining the Royal Oak, Hatch Lane, Chartham, CT4 7LP. The Clerk will contact the CCC Enforcement Team with further information regarding the site.

**(c) Cemetery:**

It was reported that the Clerk is still working with Revd Brown on the consecration of the new cemetery extension. It was reported that the formal ceremony of consecration will take place on the 2<sup>nd</sup> February 2011 at the cemetery grounds, and will be undertaken by the Bishop of Dover. The Clerk, Cllr. Dawes, Cllr. Hoare and Cllr. Jeffries will be representing the Parish Council at the ceremony.

It was reported that new cemetery plot markers 'M' & 'N' are being made up by Keith Newing (Stonemason) for installation in the new extension.

The Clerk is due to arrange a training day with all members of the cemetery committee regarding how to manage any requests for interments, memorials and exclusive rights of burial.

It was also noted that the updating of the cemetery grave plans to computer format is still progressing.

**(d) Countryside:**

It was reported that the Kent Downs AONB village signs are due to be erected on four sites around the village next week.

It was reported that there is a two metre high metal fence being erected around the lakes at Shalmsford Street by the Angling Club. It is thought that the fence has been erected on 'Health & Safety' grounds to keep young children away from the deep water. It was noted that there is no Public Right of Way around the lakes. Cllr. Butcher will make further enquiries regarding the issue.

Cllr. Dawes noted that she is to write 'Eco-tips' once a month in the Parish Magazine. The first tip will be on ways to 'save water'.

**(e) Amenities:**

The Clerk reported that the ladies toilet door on the Public toilets on the Memorial playing field had recently been vandalised and the toilets have had to be closed pending repairs. The Police have been informed and their Forensic Team have taken photographs of footprints on the door. The footprint is similar to one made on the front door of the village hall the night before by a youth who was caught on CCTV. The Police & PCSO are taking the matter forward.

It was reported that the Clerk and Cllr. Dawes are due to meet with Janet Taylor, Deputy Head of the Legal Department and Chris Wallis from Streetscene at CCC Offices regarding the proposed contract between CCC and the Parish Council for handing over the running and responsibility of the Public Conveniences to the Parish Council.

An e-mail was read out by the Clerk from the 'Village Chippy' which is a family run business that runs a traditional 'Fish & Chip' van, that already visits several other rural villages. They have asked for permission to use the village hall car park on a Friday evening to park their van. There were 'no objections' from council members, subject to an agreement that no litter would be left in the car park.

Cllr. Dungay reported that the litter bin at Brice Avenue had not been emptied. The Clerk will contact CCC Streetscene and report the matter.

Cllr. Dungay also reported that the bench outside the Post Office at Shalmsford Street was in poor condition. It was noted that it is the shop owner's responsibility to keep the bench in good order.

**(f) No Man's Orchard Management Committee:**

It was noted that the next meeting of the NMO Management Committee will be on the 9th February 2011.

Cllr. Dawes reported that 15 new trees had been planted in the orchard in December to replace those fallen and diseased trees.

**(7) SPORTS PAVILION/PLAY AREAS.**

**(a) Sports Pavilion:**

It was noted that the Sports Club has now made its final submission to the Football Foundation and that this would then enable them to claim back 63% of the final costs. The Sports Club would then repay the Parish Council monies owed to them.

The Sports Pavilion sign will be moved to its new location this week, as agreed by CCC Planning Department.

**(b) Play Areas:**

It was reported that Alan Groombridge had repaired the fencing at the 'Senior' play area at St. Augustine's after recent vandalism at the site. The Police have been informed.

It was reported that Alan Groombridge had recently planted 20 new trees on the bank between the 'Junior' play area and the new Sports Pavilion.

Minor repairs to the play areas as reported in the recent ROSPA play area inspections will be undertaken when the weather improves.

It was noted that more vandalism had occurred to the fencing at the Laurel Way play area. The Clerk will organise repairs with Alan Groombridge.

**(8) VILLAGE HALL.**

It was reported that the Village Hall Management Committee AGM took place yesterday evening. The first meeting of the new committee will take place next Monday evening.

Cllr. Hoare noted that there was a programme of redecoration in the hall over the Christmas/New Year break, with the main hall, lounge, lobby and small meeting room all being re-painted.

It was reported that Southgate Electricals will shortly undertake PAT testing on all the electrical appliances in the hall.

Cllr. Weatherall asked members if they knew of any volunteers who may be willing to help out at the Youth Club on Wednesday evenings, as she has just lost a couple of helpers who are on training courses and holiday. The PCSO and KCC Community Warden and the Sports Club will be approached.

**(9) HIGHWAYS / POLICE & KCC WARDEN LIAISON.**

**(a) Highways:**

The Clerk reported that he is still awaiting a reply from Terry Elvey at KHS regarding the extension of the speed limit at Downs Road and the siting of an interactive speed limit sign on the A28.

It was reported that Rattington Street and in particular the junction with Bakers Lane is again in poor condition with several new pot-holes that have appeared after the recent bad weather. The Clerk will report the problems to KHS.

Cllr. Goff questioned whether the 'Arrows' depicting the right of way on the Parish Road bridge are clear enough for on-coming vehicles to see before they get too close to the bridge. The Clerk will ask KHS to check and see if they think any improvements could be made to the signage.

Cllr. Dawes noted that the bollards have again been knocked over at the Bigbury Road/Howfield Lane junction. The Clerk will organise repairs.

**(b) Police / PCSO/ KCC Warden Liaison:**

The Clerk read out the following report from the KCC Community Warden for the period November to December 2010.

- The Old Hospital at Chartham site suffered ongoing criminal damage to security fencing, reported incident to land owner Steiner school.
- Investigated complaint of unlawful CCTV cameras on public footpath of Bigbury Road, liaised with KCC Highways who confirmed that the land the footpath ran through was private, and the land owner was well within his rights to put up CCTV cameras.
- Resident's dog attacked local farmer's sheep, resulting in a sheep being shot, dog was put down and compensation paid to farmer, police aware of incident.
- Visible presence outside primary school, school run, traffic issues.

- Willow trees in Riverside Close, blown down by strong winds, Kent Highway Services to send tree surgeon Jacobs Trees to access and carry out treatment.
- Road Safety week, presentation at primary school breakfast club, farmers market, Canterbury nursery.
- Criminal damage to fencing by slipway next to British Legion.
- Rogue traders, travellers block paving residents driveway in Chartham Hatch, Trading standards informed, travellers challenged and dealt with in joint operation by trading standards and Kent Police.
- Street lights out in Shalmsford Street, reported to Kent Highway Services.
- Nuisance dog barking, contacted noise pollution team, resident to submit paperwork.
- Cold callers building work and driveways, trading standards informed, details given.
- Anti social behaviour in the Hyde, residents reported lewd conduct and verbal abuse, Hyde housing officer contacted letters to be sent to resident.
- Salt stolen from salt bins, during snowy period.
- Parking issues on Beech Avenue, residents becoming agitated and confrontational with football organisers regarding football training and matches, away supporters parking over residents driveways.

**(10) DATE OF NEXT MEETING**

The next meeting of the Parish Council was confirmed to be **Tuesday 8th February 2011** at 7.30 pm at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7HX.

**(11) CLOSURE**

There being no further business the meeting closed at 08.35 p.m.

**Chairman.....Date.....**