

CHARTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 8th MARCH 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. P. Graveson

Mr. P. Hornibrook – Clerk

Cllr. D. Weatherall

Cllr. R. Doyle CCC

Cllr. G. Hoare

Cllr. D. Butcher

Cllr. J. Simmonds KCC

KCC Community Warden Aaron Kluibenschadl.

Three members of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson (Work Commitments), Cllr. S Dungay (Sickness), Cllr. A. Frost (Other Commitments).

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 8th February 2011 (previously circulated).

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

All members voted in favour.

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

No member's interests in agenda items were noted.

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

No changes in member's interests were noted.

(4) MATTERS ARISING

The Clerk reminded all members that we should now consider arranging the date of the Parish Assembly which is normally held in May each year. It was reported that the Parish Council meeting will be put back a week from its normal date as we have elections on the 5th May 2011 and we will need to know who has been elected as members of the Parish Council. After discussion it was agreed that the Parish Assembly would take place on Tuesday 31st May 2011, and KCC Cllr. John Simmonds will give a presentation on KCC budgets. The Clerk will issue the usual invites to all local clubs and organisations.

It was noted that the Clerk and Cllr. Dawes will be attending a meeting at CCC Offices on the 23rd March 2011 with officers from CCC, SERCO and Sturry Parish Council to discuss taking over the remaining grass cutting around the parish that is still maintained by SERCO. The Parish Council should be able to undertake the work considerably cheaper than SERCO and provide a more regular service.

(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: Kent & Sussex FWAG – Newsletter – January 2011. A copy was available for all members to read. Cllr. Butcher took the document for perusal.
- Item 2: KCC – Explore Kent Walking Festival 2011. Cllr. Dawes read out the letter to all members and Cllr. Graveson took the document for perusal.
- Item 3: CCC – Update on the Westgate Gardens & Toddlers Cove Heritage Lottery Fund – Invite to meeting on Tuesday 15th March 2011. Details were noted to all members.
- Item 4: CCC – Development Control Committee – Agenda – Tuesday 8th March 2011. A copy was available for all members to read.
- Item 5: KHS – Canterbury to Chartham Riverside Path – Benches, Dog Bins and Interpretation Panel. Details of the proposed installation of new benches, bins and interpretation panels along the length of the pathway were noted to all members.

(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. Jeffries.

The Clerk reported that the last quarter's VAT reclaim had now been paid by HM Revenue & Customs.

It was noted that the Clerk was due to attend a KCC Local Board meeting at the Marine Hotel, Tankerton, Whitstable on Wednesday 23rd February 2011 to give a brief presentation regarding two KCC grant applications recently applied for, but the meeting was cancelled at the last minute due to a lack of KCC members being able to attend.

(b) Planning:

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

CA/11/00265/FUL – Proposal: Conversion of garage to living accommodation: **Location:** 23 Little copse Close, Chartham, CT4 7TE: **PC Comments:** No Objections.

CA/11/00231/FUL – Proposal: Single-storey extension to rear of dwelling: **Location:** 6 De L Angle Row, Station Road, Chartham, CT4 7JP: **PC Views:** No Objections.

CA/11/00222/FUL – Proposal: Single-storey extension to existing packhouse: **Location:** Newmafruit Farms Ltd, Howfield Farm, Howfield Lane, Chartham, CT4 7HQ: **PC Views:** No Objections.

CA/11/00228/FUL – Proposal: Single-storey extension to bulk bin storage barn: **Location:** Newmafruit Farms Ltd, Howfield Farm, Howfield Lane, Chartham, CT4 7HQ: **PC Views:** No Objections.

CA/11/00232/FUL – Proposal: Change of use from residential dwelling (Use Class C3) to bed & breakfast (Use Class C1) with associated extensions and alterations: **Location:** Carlton Lodge, Ashford Road, Chartham, CT4 7HH: **PC Views:** Site visit to be arranged.

The Clerk read out four **‘Granted’** Planning Applications.

CA/10/02162/FUL – Conversion of garage into self contained holiday let – 1 Denstead Cottages, Denstead Lane, Chartham, CT4 7NL.

CA/10/02123/FUL – Dormer window, replacement stairs, installation of flue, conversion of turbine room to living accommodation and internal alterations – The Island House, 1 Chartham Corn Mill, Ashford Road, Chartham, CT4 7NY.

CA/10/02178/LB – Dormer window, replacement stairs, installation of flue, conversion of turbine room to living accommodation and internal alterations – The Island House, 1 Chartham Corn Mill, Ashford Road, Chartham, CT4 7NY.

CA/11/00032/FUL – Two-storey extension to rear of dwelling – 3 Redwood Close, Chartham, CT4 7TW.

The Clerk read out one **‘Withdrawn’** Planning Application.

CA/10/01637/FUL – Residential and holiday accommodation development – Land adjacent to The Royal Oak, Hatch Lane, Chartham, CT4 7LP.

The Clerk noted that the CCC Enforcement team is continuing action relating to several cases in the Chartham Hatch area.

Various issues were also raised concerning the erection of a barn near the old Royal Oak public house which appears to be in use as a house rather than a barn. The issue will be reported to the CCC Enforcement team for investigation.

The proposed issue of a tree being cut down at 25 River Court was raised with objections being noted. The Clerk confirmed that to date we had not received a notice of any action taking place from CCC.

(c) **Cemetery:**

It was reported that two new benches had been ordered for installation at the Millennium garden site as well as a plaque to inform visitors of the reasons why the garden was originally built. New trees and shrubs will also be purchased for the garden.

The Clerk noted that he had asked Alan Middlemiss (Stonemason) to undertake some repairs to the St. Mary’s churchyard walls.

It was also reported that a training day took place last week with all members of the cemetery committee, to ensure that all members are aware of how to deal with any requests for an interment, memorial application and an exclusive rights of burial application, if the Clerk is on holiday or indisposed.

It was reported that over the next couple of months the new cemetery extension will be marked out for new burial plots and new computer grave plans updated at the same time.

(d) Countryside:

It was reported that after review by the tree warden a tree near a house in Woodside Avenue, near Bakers Wood will now have a couple of limbs taken down which are in poor condition and are threatening the nearby property.

Cllr. Butcher had investigated the issue of locked gates around the Shalmsford Street lakes and confirmed that whilst the large gates to allow entry to the site are regularly locked, there are side gates which are open and allow pedestrian access to the lakes.

Cllr. Doyle questioned whether the Parish Council had been consulted on a 'name' for the Chartham to Canterbury cycle-path, as various names had been rumoured to have been put forward. It was agreed that the Clerk would contact Jon Shelton at KSCP to see if he had any further information on the subject, as well as any details regarding a proposed 'Opening Ceremony' for the cycle-path.

Cllr. Dawes confirmed that Louise Adams the PROW Officer had now returned signage for reinstatement at Chartham Hatch recreation ground.

Cllr. Dawes reported that the bye-way between Primrose Hill and Denstead lane had become impassable recently due to fallen branches blocking the path. The PROW Office will arrange clearance.

It was also noted the signage will be replaced at the top of Bobbin Lodge, as will the sign which is still behind the 'sub-station'.

Cllr. Dawes noted that the broken stile at 'The Rough' at Chartham Hatch is down to the farmer to repair.

(e) Amenities:

It was reported that we are still awaiting confirmation of the lease from CCC on the Parish Council taking over the maintenance and running of the public toilets on the Memorial playing field from the 1st April 2011.

It was reported that the Clerk had ordered some more 'Warning' signs for erection on the Sports fields at St. Augustine's, noting 'No Golf, No Horse Riding, No Motor Vehicles' etc.

The Clerk is also in consultation with Ian MacKenzie at CCC regarding obtaining quotations for indoor and outdoor recycling bins for plastic, paper etc.

(f) No Man's Orchard Management Committee:

It was reported that 'Change of Signatory' forms had now been completed by members to reflect two councillors ability to sign cheques from each parish council.

Tree sponsorship of £825.00 had been received recently which is a great boost to NMO funds.

However, it was noted that we are still waiting an invoice from KCC for approximately £1,200.00 for work undertaken by the KSCP in planting 15 new trees and for other maintenance work undertaken in the orchard.

It was reported that a grant application to 'Awards for All' for £2,065 has been successful.

There have been some tree casualties in the orchard with some large limbs that require moving to the edge of the orchard. Cllrs. Hoare and Conway will meet with the Clerk at the orchard later this month to organise chain-sawing of the trees.

Carol Donaldson from the KSCP is looking into the issue of purchasing 20 new trees for planting in the orchard in the winter of 2013.

It was reported that Robinson Solicitors are looking into the wording of the 'NMO Constitution' to confirm its legality after recent comments from prospective funding bodies. It is unusual to have two Parish Council's owning a traditional orchard and nature reserve.

Cllr. Dawes reported that all tree sponsors were recently contacted to see if anyone wanted to help out in a voluntary capacity in the orchard, but only two persons responded.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion:

It was reported that the Sports Club and Parish Council Solicitors are still dealing with the lease for the new pavilion, which has to be agreed and 'signed off' by the Football Foundation.

It was noted that PAT testing of all appliances at the sports pavilion had been undertaken recently.

The Clerk noted that he is due to attend a meeting on the 12th April 2011 with the Football Foundation and members from the sports club to discuss the progress and development of the sports club football teams and how the pavilion is being used.

Cllr. Graveson reported that the pavilion is well used and looked after by sports club members and is in very good condition with the changing rooms cleaned regularly.

Cllr. Graveson raised the issue of gaining access to the changing rooms on the Memorial playing field when the grass area in front of the changing rooms becomes very wet and covered in mud. It was requested that players and officials could use the pathway through the gates alongside the village hall. It was suggested that the sports club obtain a new padlock and keys for the far gate and let the Clerk and caretaker have a spare key.

(b) Play Areas:

It was reported that we are still awaiting confirmation of the CCC Capital grants application towards the purchase of adult outdoor exercise equipment. A decision should be known by the end of the month.

It was reported that maintenance and minor repairs to play equipment will be undertaken next week when the contractors return from completing another contract elsewhere in the area.

(8) VILLAGE HALL.

It was reported that all the electrical appliances, computers etc in the hall had been PAT tested recently.

The Clerk noted a request from a parishioner to use a catering van at the rear of the village hall on the evening of Saturday 26th March 2011, for their party guests. The van was to be facing the patio area at the rear of the hall with the double gates open. After discussion it was agreed that they cannot use the field if it is wet and muddy. It was also stated that we would not like the van positioned in the village hall car park as this area is not licensed for drinks and would also end up with people congregating at the front of the hall.

Cllr. Hoare reported that the chair store has recently been painted and is now ready for the plastic sheets to be screwed to the walls to protect them from damage.

It was also noted that new rubber feet have been put on all chairs.

Cllr. Hoare also stated that most of the maintenance work is in hand and that the boilers are working well at present.

Hall bookings are well up for the year, although we will be losing the Surestart team at the end of the month who has hired the room next to the parish office for the past 15 months. However, they will still be hiring the hall from time to time for various projects they undertake. The room they used will become vacant and could be used as a 'Cyber Cafe'.

Cllr. Weatherall questioned if individuals required permission for 'street parties' at the time of the Royal wedding. It was thought if a street/road is to be closed then permission would be required from CCC/KHS.

(9) HIGHWAYS / POLICE & KCC WARDEN LIAISON.

(a) Highways:

It was reported that pot-holes on the A28 Ashford Road between the Hatch Lane junction and Howfield Lane junction have been repaired this week by KHS.

It was reported that 13 issues with road signs either missing/laid down/or turned the wrong way round were reported to KHS this week.

Cllr. Butcher noted that there were two pot-holes outside 'The George' public house. The Clerk will report to KHS.

Cllr. Goff noted there is also a pot-hole outside the shop opposite the Memorial playing field. Again this will be reported to KHS

KCC Cllr. Simmonds noted that the government had given KCC a further £2 million pounds towards pot-holes and general road repairs.

KCC Cllr. Simmonds also noted the knock-on problems of what is happening at Pfizers as it is thought there will be a further 1,500 other people affected as well as the 2,500 who will lose their jobs.

(b) Police / PCSO/ KCC Warden Liaison:

The KCC Community Warden noted the following report:

- Criminal damage to residents CCTV sign, at Bolts Hill, liaised with resident.
- Rubbish bin rolled down Bolts Hill into resident's front garden, phoned CCC to collect and re- site bin. It was noted that 85% of bins are securely fixed to the ground, but 15% are not.
- Dog fouling is becoming a real issue, in Chartham, I have acquired a box of dog bags for residents and CCC notified re extra signs.
- Anti- social behaviour at Beech Avenue, four local youths arrested for criminal damage, and this is an ongoing enquiry.
- Anti-social behaviour at The Hyde, Police intervention with visible presence, and residents interviewed and further action being taken.
- Criminal damage to resident's security lighting, a stone was thrown and smashed glass and bulb, Police crime report taken.
- British Legion, items on flat roof removed.
- Copper piping and water tank stolen from building site, the incident has been reported.
- At Woodside Avenue broken steps, I phoned CCC and Highways to get them repaired.
- Potholes reported to Highways, Ashford Rd and Wincheap Rd. These have now been repaired.
- Graffiti to resident's wall, reported to CCC to be cleaned.
- Neighbours dispute at Pomfret Road, resident's boyfriend kicked door frame and was being abusive, CCC Housing Officer informed.
- Attended youth club to help out and integrate with local youths.
- Primary School ongoing traffic issues, visible presence on school run.

(10) DATE OF NEXT MEETING

The next meeting of the Parish Council was confirmed to be **Tuesday 12th April 2011** at 7.30 pm at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7JA.

(11) CLOSURE

There being no further business the meeting closed at 08.34 p.m.

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