

CHARTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 8th NOVEMBER 2011 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 7JA.

Present:

Cllr. A. Dawes – Chairman

Cllr. C. Manning

Cllr. J. Jeffries - Vice-Chairman

Cllr. M. Goff

Cllr. D. Butcher

Cllr. J. Simmonds KCC

Cllr. D. Weatherall

Cllr. G. Hoare

Cllr. S. Dungay

Cllr. R. Thomas CCC

Cllr. A. Frost

Cllr. R. Doyle CCC

Cllr. P. Graveson

Mr. P. Hornibrook – Clerk

One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson (Work Commitments).

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 11th October 2011 (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.

Cllr. Hoare and Cllr. Manning both noted an interest in a planning application at Bobbin Lodge, Bobbin Lodge Hill.

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

No changes in member's interests were noted.

(4) MATTERS ARISING

The Clerk read out a further letter from Chartham Hatch Village Hall Society, which both thanked the Parish Council for its recent donation of £500 towards refurbishment of their village hall but also asked if the Parish Council could be more generous with their donation. It was noted that the £500 already given to the society was the whole of the Parish Councils budget for donations for the year. After discussion it was agreed that the Finance & General Purposes Committee would discuss a further donation at its next meeting. KCC Cllr. John Simmonds asked the Clerk to put him in contact with the village hall society as he may have some funds available to donate towards their £7,000 shortfall.

(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: KCC – Minerals & Waste Sites Development Plan Documents – Supplementary Options Consultation commencing on Monday 24th October 2011. Details were noted to all members with an invitation to attend a meeting either on the 1st or 3rd December 2011 at Lenham Village Hall.

Item 2: Letter from Canterbury & District Early Years Project. Cllr. Dawes read out a ‘thank you’ letter from the group for the donation of £750 from the proceeds of the recent fete.

Item 3: Letter from a parishioner regarding Cemetery grounds. Cllr. Dawes read out a letter from a parishioner praising the wonderful state of the cemetery grounds and how well it looks all year round. The Clerk will pass on the comments to our contractor Alan Groombridge.

Item 4: Ashford Borough Council – Planning & Compulsory Purchase Act (2004) Regulation 27 – Town and Country Planning (Local Development) (England) (Amendment) Regulations in 2008 and 2009. Details were noted to all members.

Item 5: CCC – Joint Meeting of the Rural Area (North) Member Panel and the Rural Area (South) Member Panel – Monday 7th November 2011. Details of our Concurrent Funding application for the 2012/2013 year were noted to all members, with Cllr. Doyle confirming that at the recent Member Panel meeting last night it had recommended 100% funding of all concurrent funding applications.

Item 6: CPRE Protect Kent – AGM 25th November 2011 – Minutes of Meeting 19th November 2010. Details were noted to all members.

It was reported that two suggestions had been received after Cllr. Graveson’s recent note in the Parish Magazine asking for parishioners to write in with ideas for projects that the Parish Council might consider for next year. The first suggestion was for allotments in the village. However, this issue has been investigated before and not taken any further as the council does not have any suitable land of its own that could be used. The second idea was for a skateboard park which again has been investigated and currently put to one side due to the cost which would be in the region of £40,000.

It was also suggested that we could consider ‘Welcome to Chartham gates’ similar to those in situ when entering the village of Bridge.

(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. Hoare and Cllr. Jeffries.

The Clerk noted that Lloyds TSB are still no further forward in dealing with the setting up of our new 'Public Toilets' account. The Clerk will chase them again.

It was reported that our current Parish Council accountant Brian Wood has to retire early due to ill health. Mr Wood has been the Parish Council accountant since 1995 and the council should give him a huge vote of thanks for all the hard work he has undertaken over the years in preparing the parish accounts to go to the Audit Commission. The Clerk stated that he has subsequently approached Pentins Chartered Accountants in Canterbury and they are more than willing to takeover the preparation of our accounts from December 2011 for both the Parish Council and No Man's Orchard. Cllr. Dawes and the Clerk are currently reviewing Pentins 'Terms and Conditions' of business.

The Clerk confirmed that he had just undertaken a review of the Parish Council 'Complaints Procedure' and a copy was handed out to all members. The Clerk asked all members to review the procedures and notify him if they thought any changes/amendments were required. The procedures will then be discussed at the next council meeting and hopefully formally adopted.

It was also reported that the Clerk was in the process of preparing two CCC Capital Grant applications for the further tarmacking of the cemetery car park and the fencing of the adult outdoor exercise equipment. These applications have to be submitted by the 14th December 2011.

(b) Planning:

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

CA/11/01723/FUL – Proposal: Erection of dwelling to replace residential mobile home and associated building: **Location:** Bobbin Lodge, Bobbin Lodge Hill, Chartham: **PC Views:** Site visit to be arranged.

CA/11/00444/FUL – Proposal: Replacement garage: **Location:** 2 Oast Cottages, Riverside, Chartham, CT4 7JS: **PC Views:** No Objections.

CA/11/01714/ELE – Proposal: Replacement overhead electricity lines: **Location:** Horton Crossing, Ashford Road, Chartham: **PC Views:** No Objections.

CA/11/01593/FUL – Proposal: Demolition of porch and erection of a single-storey extension to front and side of dwelling: **Location:** 179 Shalmsford Street, Chartham, CT4 7QP: **PC Views:** No Objections.

CA/11/01522/LB – Proposal: Replacement door and frame: **Location:** Rattington House, Rattington Street, Chartham, CT4 7JG: **PC Views:** No Objections.

CA/11/01655/FUL – Proposal: Erection of conservatory to rear of dwelling (revised scheme): **Location:** 7 De L'Angle Row, Station Road, Chartham, CT4 7JP: **PC Views:** No Objections.

The Clerk reported that he and Cllr. Dawes, Dungay, Hoare, Jeffries, Mannings, Goff and Butcher had attended a further planning training course on Saturday 5th November 2011 at the village hall. The course was well attended by Councillors and Clerks from other local parishes and all members found the course useful and informative.

The Clerk noted details to all members of a meeting held between the Parish Council planning committee and representatives of the Steiner School, regarding proposed plans they have to build a new school on the 'Site C' development at St. Augustine's. A Public Consultation meeting will be held on the 5th December 2011 between 16.00 & 20.00 hrs at the village hall, which is open to all residents and interested parties in the parish. It was stated that all residents of the St. Augustine's Estate will be written too inviting them to the meeting and notices will be displayed around the parish advertising the meeting to all other parishioners. Lengthy discussion on the proposal took place and it was agreed that access to the site is the key to the planning application as the council is against all traffic to the site having to go up Beech Avenue and through Candler's Way to the school. It was agreed that KCC Cllr. John Simmonds will try and arrange for representatives of Kent Highway Services to meet with the Parish Council and discuss the access options to the school. The Clerk will notify all members when a date and time has been arranged. The Parish Council will consider further action once the outcome of the meeting with KHS is known.

(c) Cemetery:

It was noted that a recent meeting had taken place between members of the cemetery committee and Revd. Phil Brown to review and amend our Rules & Regulations for the 2012/2013 year. A number of additions/amendments were noted and a copy of the revised Rules & Regulations will be sent to all Funeral Directors and Stonemasons along with our revised Cemetery Charges for 2012/2013 when they are confirmed early next year.

A new hose-pipe will be purchased for the cemetery grounds to help with the watering of the cemetery and millennium gardens.

(d) Countryside:

The Clerk noted that he is due to meet with Cllr. Dawes this Thursday afternoon to discuss the content of the CCC Rural Settlement Hierarchy Study, which is linked to the CCC Local Plan. The project profiles the village amenities such as Doctors surgeries, businesses, bus and train services, public houses, etc and identifies areas within the parish for possible future development.

It was reported that the Clerk had met yesterday with Alun Griffiths (Tree Warden) and Alan Groombridge (Contractor) to discuss and approve the moving of some trees and shrubs donated by a parishioner.

Cllr. Butcher and Cllr. Manning will liaise to meet up and discuss the issue of local bridleways in the parish.

It was stated that a new footpath sign has been erected at the back of the Royal British Legion.

Cllr. Jeffries noted that he had recently met up with the daughter of the elderly parishioner who lives on the Ashford Road and has to walk into Chartham via a stile which leads along Riverside. The parishioners are in their 80's and it was questioned whether the stile could be changed to a 'kissing-gate'. After discussion it was agreed that KCC Cllr. John Simmonds would talk to Louise Adams at the PROW Office concerning the cost of replacing the stile, as he may have some funds that could be used to install a new 'kissing-gate'.

(e) Amenities:

A new date of Thursday 17th November 2011 at 6.00 pm was arranged for the next meeting of the Amenities committee.

It was noted that the issue of an event to celebrate the Queens Diamond Jubilee in June 2012 was still being discussed, but that we cannot do anything until a formal venue is confirmed. The Parish Council is looking into the issue already and various sites are being investigated to possibly hold a bonfire or light a beacon. The Primary School has been suggested as a location and the matter will be taken forward at the next Amenities Committee meeting.

The Clerk noted that he is in the process of archiving some old Parish Council records in the office to plastic boxes and then to storage.

It was noted that the Clerk had e-mailed Janet Taylor, Deputy Head of Legal Services at CCC asking if the lease on the Public Toilets was nearing completion. No response has been forthcoming to date.

Cllr. Hoare reported that we had spent quite a lot of money recently on repairs to the toilet block. The toilets should have been handed over in 'good condition' to the Parish Council, but this is obviously not the case. CCC Cllr. Rosemary Doyle will contact SERCO and see if they have any comments on the condition of the toilets when they were handed over to the Parish Council.

Cllr. Dungay reported that the goal post on the triangle of land at the bottom of Beech Avenue has been broken. The Clerk will arrange with Alan Groombridge to have it removed.

Cllr. Dawes requested that some of the more important Trading Standards notices are placed on the Parish Council notice-boards and on the council website.

(f) No Man's Orchard Management Committee:

It was reported that there is a meeting of the No Man's Orchard Management Committee on Thursday this week to discuss and amend the NMO Management Plan.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion:

It was reported that the Football Foundation lease is still awaiting completion, and that the problem is with CCC Legal Department who have to sanction the lease as some of the money used towards the build came through a CCC 106 Agreement. As this has been dragging on for some months the Clerk has asked CCC Cllrs. Doyle and Thomas to chase Mark Ellender, Head of Legal Department at CCC and see if we can resolve the matter as soon as possible.

(b) Play Areas:

It was reported that the Clerk is due to meet with Alan Groombridge this week to undertake the minor repairs and maintenance issues highlighted in the recent ROSPA report.

It was stated that Alan Groombridge is in the process of installing new safety guard posts behind the swings on the 'Junior' play area at St. Augustine's. The old posts have been vandalised and some are in poor condition and require replacement.

The Clerk reported that the Area Manager from RSS Record is due to meet with him next week to discuss and check the condition of some of the posts at the play areas, which have been damaged by water getting into the centre of the wooden posts and crossbars.

(8) VILLAGE HALL.

It was reported that the village hall was recently voted 'Kent Village Hall of the Year', which resulted in a prize of £500 and a plaque noting the award. This is a prestigious prize and Cllr. Hoare and his wife collected the award on behalf of the Village Hall Management Committee. The award is testament to all the hard work undertaken by members of the committee.

The village hall has also been awarded the 'Hallmark 2' award by Action with Communities in Rural Kent for its administration and management of the halls facilities.

It was also reported that the VHMC and Parish Council were looking into the cost of installing solar panels on the roof of the village hall. After speaking to various companies and requesting quotations to undertake the work it now appears that the EU are withdrawing funding for this type of project.

The Clerk is also looking into the erection of some new signage on the A28 Ashford Road and Cockerling Road directing visitors to the hall, but is in the process of first seeking permission from Kent Highway Services.

It is the village hall Annual General Meeting on Monday 14th November at 7.30 pm.

It was further reported that the Clerk and Cllr. Hoare are still progressing the possibility of installing a knapped flint finish to the porch entrance of the village hall. The Clerk and Cllr. Hoare will be contacting companies to obtain quotations for the flint finish.

(9) HIGHWAYS / POLICE & KCC WARDEN LIAISON.

(a) Highways:

It was reported that Kent Highway Services have agreed to the location of two further salt/grit bins on Beech Avenue at St. Augustine's. The bins will be paid for by KCC Cllr. John Simmonds.

(b) Police / PCSO/ KCC Warden Liaison:

The Clerk read out a report from the KCC Community Warden reporting the following issues:

Over the last month I have done lots of visible presence patrols in the village of Chartham and Chartham Hatch and also one half -day a week in Petham and Waltham.

I have also completed 5 Kent Highway Services reports on street-lights out and chased litter and dog bins that have not been emptied on time.

I have worked closely with PCSO Chris Chapman on a few issues, obtaining information for him and passing it on to him.

Myself and my supervisor worked Halloween on foot as did PCSO Chapman and the Police who had a rolling rota of cars in the village. We did get to see and chat to loads of adults and children in the area both at St Augustine's and around the village including the Hyde. It was all taken in good fun we had no problems. We even spoke to the group of youths outside the shop at St. Augustine's and they were all ok to us with no problems.

The Youth Club has been very busy and we have had made some head way with the older girls coming back. I have managed to chat with them and now have them talking to me as are a lot of the kids. We have also managed to give two lads who were a bit of a problem some boundaries which so far they are sticking too. They are showing some respect towards us and banning them would not solve the problem. So far so good!

I did put a little note in the Parish Magazine; this included some notes about dog fouling. The Parish Council has made a decision to give me dog bags to hand out to dog walkers as I see them. I would be promoting the Parish Council and I get to chat to people reminding them of the bylaws of dog fouling among other issues.

Also, I put some contact numbers in the Parish Magazine and asked if anyone knew of any elderly persons needing help or just a friendly visit this winter to let me know who and where they live.

There is now a space in the notice-board out side the village hall where I put notes up for your interest and which has my contact details.

If there are any issues that parishioners have please let me know of your concerns.

(10) DATE OF NEXT MEETING

The next meeting of the Parish Council was confirmed to be **Tuesday 6th December 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 08.50 p.m.

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