

CHARTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 9th NOVEMBER 2010 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 7JA.

Present:

Cllr. A. Dawes – Chairman

Cllr. P. Graveson

Cllr. C. Manning

Cllr. J. Jeffries, Vice-Chairman

Cllr. D. Butcher

Cllr. S. Dungay

Cllr. R. Doyle CCC

Cllr. G. Hoare

Cllr. A. Frost

Mr. P. Hornibrook – Clerk

PCSO Chris Chapman.

One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Weatherall (Other Commitments), Cllr. D. Thompson (Work Commitments), Cllr. M. Goff (Holiday), Cllr. J. Simmonds KCC (Other Commitments).

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 12th October 2010 (previously circulated).

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

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

The Clerk noted that the cycle-path along the river from Chartham to Canterbury will be as it is now and not tarmac all the way through. It was also stated that there are several bridges still to be built, and the track is becoming very well used by both cyclists and walkers.

(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 – Proposed Changes to Planning Application Validation Process – Comments by 13th December 2010. Details noted to all members. It was noted that ‘Planning Application’ courses are being arranged for some Parish Council members.

Item 2: KCC – Bold Steps for Kent – Medium Term Plan to 2014/15 – Consultation Draft – Comments by 12th November 2010. A copy was available for all members to read.

Item 3: Swale Borough Council – Swale Landscape Character and Biodiversity Appraisal Supplementary Planning Document – Comments by 26th November 2010. A DVD copy was available for all members to take away and download.

Item 4: Protect Kent (CPRE) – AGM Friday 19th November at 2.00 pm at Lenham Community Centre. Details were noted to all members. Cllr. Dawes noted details to all members of a recent meeting of Protect Kent that she had attended.

Item 5: CCC – Agenda – Joint Meeting of the Rural Area (North) Member Panel and the Rural Area (South) Member Panel – Monday 8th November 2010. Details were available for all members to read.

Item 6: CCC – Agenda – Development Control Committee – Tuesday 9th November 2010. A copy was available for all members to read.

Item 7: AWCIRK – Rural News – Annual Summary 2009/2010 – Oast to Coast Magazine. Copies were available for all members to read and Cllr. Graveson took the Oast to Coast magazine to read.

Item 8: CCC - Agenda – Additional paper for item 7 – Parish Council Concurrent Function Funding 2011/2012 - Joint Meeting of the Rural Area (North) Member Panel and the Rural Area (South) Member Panel – Monday 8th November 2010. Details were noted to all members.

Item 9: CCC – Rural Area Member Panels – Public Question and Answer Session. Details of the proposed 20 minute question and answer session to be introduced at the end of each meeting was 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 noted that the VAT reclaim for the second quarter has been referred to HM Revenue & Customs for payment.

It was noted that a meeting of the Finance & General Purposes will be required in the next few weeks to consider our Precept application for the 2011/2012 year.

The Clerk noted that he required new signatory forms to be completed by Cllrs Thompson, Dungay and Goff to enable them to sign cheques on all Parish Council accounts.

It was noted that the Clerk will submit a CCC Capital Grant and KCC Grant application for adult Outdoor Gym equipment for the Memorial playing field.

The Clerk will also be submitting a KCC Grant application to help raise funds for the Canterbury Early Years Mother & Toddler group project.

(b) Planning:

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

CA/10/01723/FUL – Proposal: Change of use of land to residential garden: **Location:** 9 Aspen Road, Chartham, CT4 7TB: **PC Comments:** No Objections, as long as the land is not owned by the Greenbelt Company who own various strips of land at the St. Augustine's site and who the CCC Enforcement Team are investigating.

The Clerk noted that six other 'Planning Applications' were dealt with at a planning sub-committee meeting held on the 4th November 2010.

CA/10/01807/FUL – Proposal: Change of use of annexe to holiday let: **Location:** The Woodlands, Howfield Lane, Chartham Hatch, CT4 7LZ: **PC Views:** No Objections.

CA/10/01805/FUL – Proposal: Demolition of garage and outbuilding and erection of two-storey extension and garage to side of dwelling: **Location:** 154 Shalmsford Street, Chartham, CT4 7QN: **PC Views:** No Objections.

CA/10/01760/FUL – Proposal: Conversion of garage into dining room: **Location:** 3 Jasmine Close, Chartham, CT4 7TF: **PC Comments:** No Objections as long as there is still adequate off road parking available.

CA/10/01542/FUL – Proposal: Extension to barn to provide staff accommodation: **Location:** Three Acres Nursery, Primrose Hill, Chartham Hatch, CT4 7NR: **PC Comments:** No Objections.

CA/10/01541/LUE – Proposal: Certificate of Lawful Use of Caravan for residential occupation (Re-submission): **Location:** Caravan Unit 1, Land adjacent Royal Oak, Chartham Hatch, CT4 7LP: **PC Comments:** The Parish Council has the same objections as the last submission.

CA/10/01637/FUL – Proposal: Residential and holiday accommodation development: **Location:** Land adjacent to the Royal Oak, Chartham Hatch, CT4 7LP: **PC Comments:** We would like to see written timescales in place for the period of any holiday let, say a maximum of 28 days. We also suggest the access to and from the site has clear sight lines.

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

CA/10/01389/FUL – 177 Shalmsford Street, Chartham, CT4 7QP.

CA/10/01410/ADV – Sports Pavilion, Beech Avenue, Chartham CT4 7TA.

CA/10/01433/FUL – 5 Hatch Lane, Chartham, CT4 7LP.

CA/10/00310/FUL – Land adjoining Royal Oak, Hatch Lane, Chartham.

CA/10/01664/FUL – 4 Riverside Cottages, Riverside, Chartham, CT4 7JR.

CA/10/01311/FUL – Mystole Court, Mystole Road, Mystole, Chartham, CT4 7DB.

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

CA/10/01399/FUL – Land at Bakers Lane, Chartham, CT4 7QB.

The Clerk reported a 'Notice of Proposed Work to trees in a Conservation Area' at 30 Shalmsford Street, Chartham. Fell one silver birch, now too large for rear garden and dislodging paving stones. Reduce size of one crab apple tree in rear garden to approximately 10 ft. Cllr. Butcher will check the site and report back to the Clerk.

(c) Cemetery:

It was reported that Provian have agreed to replace the wrought iron fence panel damaged by their roller when undertaking work on resurfacing the car park.

The Clerk read out a letter from Nikko Hicks, Churchwarden of St. Mary's Church, noting that the churchyard walls have been inspected recently by the church architect carrying out his Quinquennial inspection and various defects have been identified that require repair. The Clerk noted that he will contact Alan Middlemiss (Stonemason) to obtain a quotation for the repairs required.

(d) Countryside:

Cllr. Dawes reported on the current situation regarding the state of 'The Slip', noting that a new fence will be erected along the side of the footpath. However, there are still some problems to resolve with the PROW Officer regarding the removal of the gates at the bottom of 'The Slip' to allow the contractor access to the site. Cllr. Dawes and Cllr. Hoare will be meeting at the site tomorrow with the PROW Officer and the landowner.

It was noted that the gate to the field at the rear of the Royal British Legion will also be inspected tomorrow with the PROW Officer.

The Clerk read out an e-mail from Lucy Cleaver who works for the Chartham & Littlebourne 'Sure Start Centre' noting that they are undertaking 'Health Walks' each Thursday until Christmas apart from the 18th & 25th November. The walks start at 10.30 pm from the village hall and usually last for about 45 minutes. The walks are open to parents and children as well as families and anyone else who would like to join in.

Cllr. Dawes noted that the broken stile on FP 455 had been reported as dangerous to the PROW Office.

It was also reported that the 'purple bags' that are left on the roadside outside Hillside Farm have been reported to CCC who will investigate if they should be left out all week.

(e) Amenities:

The Clerk noted that he is in the process of updating the Village Information Pack for the 2011/2012 year. It was stated that the Sure Start group, Canterbury Early Years Project and the Steiner mother and toddler group have all been asked to supply contact details for their groups.

It was reported that a new litter bin has been installed near the Cremer Close lay-by.

(f) No Man's Orchard Management Committee:

It was noted that NMO Management Committee meetings will now take place alternately at both Chartham Village Hall and The Frater.

It was reported that the NMO Accounts have now been formally 'signed off' by the Audit Commission.

New signatory forms are to be completed by Cllrs. Dawes and Hoare representing Chartham Parish Council and Cllrs. Larkinson and Wright representing Harbledown and Rough Common Parish Council.

The KSCP will be planting 15 trees in the orchard on the 2nd December 2010, to replace old and damaged trees. Cllr. Hoare will be attending the planting as will Cllr. Conway from Harbledown and Rough Common.

The Management Plan of the orchard has recently been updated by Jon Shelton (KSCP) and is currently being reviewed by members.

Suggestions have been made to try and co-opt new members onto the NMO Management Committee who are not Parish Council members. The committee is looking for people who are committed and interested in the orchard and Cllr. Larkinson is in the process of writing to all 'Tree Sponsors' to see if anyone else is interested in joining the committee.

It was reported that two people have already made it known that they would like to join the committee.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion:

The Clerk confirmed that the VAT reclaim for the Sports Pavilion had now been sent to HM Revenue & Customs.

It was reported that a six monthly building review of the pavilion took place a couple of weeks ago with Mervyn Gulvin (Architect) and Stuart Green (Building Contractor) and that Green Construction have now fitted new locks on the toilet doors and new thresholds in the shower rooms. Two windows at the rear of the building have glass broken by vandals and require replacement.

Canterbury City Council has now granted planning permission for the sign at the new pavilion and it will be moved to its new location in due course.

(b) Play Areas:

It was reported that a new disabled/multiuse roundabout has now been installed on the Memorial playing field play area site.

It was also noted that GL Jones has also installed a half court MUGA basketball/goal on the Memorial playing field.

The Clerk stated that he was due to meet with Alan Groombridge later this week to undertake minor repairs to play areas as reported in the recent ROSPA play area inspection undertaken by Digley Associates.

(8) VILLAGE HALL.

It was noted that the timer for the lights around the hall had now been reset for the lights to come on at 4.30 pm and go off at 7.00 am.

Cllr. Hoare noted that there were a lot of minor maintenance jobs to be undertaken over the next few weeks. There will be a purge on painting the hall in the new year.

The boiler has been serviced and is working well.

The rooflight in the lobby is leaking and the Clerk will organise repairs.

There is a high level of booking for next year with 5 weddings already booked. Some days there are up to 6 or 7 bookings.

The carpet in the meeting room has now been professionally cleaned and this has made a huge difference to the look of the room.

It was reported that there is now a restriction on the height of 'bouncy castles' that can be used in the hall.

(9) HIGHWAYS / POLICE & KCC WARDEN LIAISON.

(a) Highways:

The Clerk reported that he had forwarded slides to all members of the recent Kent Highway Services Seminar held at Ashford.

It was also noted that the Clerk is in the process of obtaining quotations from various companies for an interactive speed sign for the A28 Ashford Road. The cost of the signs is in the region of eight thousand pounds and could be part funded by grants from CCC Capital Grants and KCC Member Highway grants.

The Clerk read out an e-mail from a parishioner regarding overgrown weeds and shrubs at St. Augustine's. The e-mail will be forwarded to Alison Gravett at CCC and KCC Cllr. John Simmonds for their information.

The Clerk reported that he had recently spoken to Terry Elvey from Kent Highway Services to discuss a number of highway issues around the parish, such as extending speed limit markers and the siting of an interactive speed limit sign on the A28. It was stated that there is no chance of moving the 30 mph speed limit marker back from its current location in the trees near the Rattington Street junction with Cockerling Road to Hillside Farm. However, the proposed extension of the speed limit along the Downs Road to past the turning for the Steiner School will be considered by KHS. The siting and style of the interactive sign will also be considered.

Cllr. Hoare asked if the Speedwatch project could be resurrected when the weather improves. It was noted that all members have to be fully trained to use the equipment and this can be arranged through PCSO Graham Downs at Herne Bay Police Station. PCSO Chris Chapman also volunteered his services to help administer the project.

Cllr. Dawes reported that the chevron road sign is still down on the bends near Sayers Court, Chartham Hatch.

(b) Police / PCSO/ KCC Warden Liaison:

PCSO Chris Chapman introduced himself to all members and then read out the crime statistics for the parish, which are available for anyone to read on the Kent Police website. The figures show that burglary and violent crime are down, whilst vehicle crime and anti-social behaviour figures have increased.

Cllr. Hoare reported that he had a bottle smashed on his car recently when he was driving along Parish Road. Three youths were later detained and questioned by Police.

The Clerk read out a report of activities undertaken by the KCC Community Warden between August and October 2010 as follows:

- 4 x mountain bikes were stolen from residents garage on the St Augustine's estate, 2 bikes were recovered from the Stour River, the other 2 recovered from residents houses after reports of sightings.
- The Old Hospital at Chartham site suffered criminal damage to security fencing; I reported the incident to the land owner Steiner School.
- 2 x suitcases were dumped on Railway land by the Parish Road bridge causing a potential security risk, I liaised with Rail Track response team who were deployed and the suitcases were recovered and were empty.
- Criminal damage to Chartham Primary School windows broken over the weekend, skylights smashed and forced, viewed CCTV with head teacher 2 x males youths were identified and information passed to P.C Gibson for Police action.
- Missing 11 year old vulnerable boy with learning difficulties, after extensive search of area I found him at the entrance of The Hyde safe and well and he was then reunited with grateful parents.
- Chartham Hatch vehicles parking on junctions and grass verges. I contacted Kent Highway Services who sent an enforcement officer to carry out an inspection of site. Police informed of possible obstruction.
- Chartham Hatch farmer's boundary fences cut, letting live stock out on minor roads.
- Chartham recycle bottle banks turned over on side, smashed glass on road and pavement, phoned CCC to clean up glass and bottle bank contractors.
- Chartham iron fencing section unbolted around children's play area and thrown on playing field, viewed village hall CCTV but due to incident happening late at night it was too dark to get positive identification of suspects.
- Fly tipping on parish land, parish Clerk informed for removal, no evidence of household rubbish.
- Dead fox on grass embankment hit by road traffic, phoned CCC Environmental Team for removal.

- Dangerous overhanging tree onto road junction, contacted Kent Highway Services, site inspection carried out tree cut down and removed.
- Neighbour dispute, abusive note left on resident's car re: parking, joint visit to suspect with CCC Sheltered Housing Manager.
- Chartham, large traveller funeral held recently and I sign posted travellers to temporary parking area and helped with traffic issues.
- Area housing inspection with CCC Housing Officer and Canterbury City Councillor Rosemary Doyle, and contractors.
- 1 x burglary at dwelling in Howfield Lane, Chartham Hatch.
- 1 x burglary at dwelling in Shalmsford Street.

(10) DATE OF NEXT MEETING

The next meeting of the Parish Council was confirmed to be **Tuesday 7th December 2010** 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 08.40 p.m.

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