

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 11th NOVEMBER 2008 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. M. Goff

Cllr. S. Dungay

Cllr. D. Frost

Cllr. A. Frost

Cllr. J. Jeffries

Cllr. D. Weatherall

Mr P Hornibrook – Clerk

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. D. Butcher.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 14th October 2008 (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.

No interest was noted in any agenda items.

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

No changes in member's interests were noted.

(4) MATTERS ARISING

The Clerk noted an e-mail from the Improvement & Development Agency (I&DeA) which held a review on Healthy Communities that was designed to help Kent County Council assess its current achievements in promoting Health and Well-being. The Agency is asking Parish Councillors to elicit their views on the delivery of the Healthy Communities Agenda by attending a series of focus groups. Discussion took place on the subject with various suggestions being made and Cllr. Graveson noted that we should be looking to make commuting far safer around the parish. The proposed Chartham to Canterbury cycle- path will hopefully be back on the agenda soon and this will be a major project to allow adults and children to travel safely to Canterbury.

The Clerk noted details of the cost of repairs/replacement of the shed/store used by the Mother & Toddler group at the village hall which is currently blocking the fire exit route around the hall. It was agreed that we should check the drawings from Clague as agreed by the Fire Officer confirming the precise escape routes around the hall.

The Clerk reported on a meeting that he attended at CCC Offices with CCC Cllr. R. Doyle, Mrs M. Perry from St. Augustine's, Steve Davies from Development Control and Janet Taylor from CCC Legal Department, regarding the maintenance commitments at St. Augustine's of the Greenbelt Company, Taylor Wimpey and Kent Highway Services. It was noted that CCC have now written to all parties concerned requesting a full breakdown of the current services provided. It was noted that Kent Highway Services have yet to adopt the highways at St. Augustine's as Southern Water have to adopt the sewers first. Another update will be given when further information is known.

(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: KCC – Environment & Regeneration – October 2008. A copy of the document was available for all members to read.
- Item 2: Southern Water's 2007-2008 Stakeholder Report & Questionnaire. Cllr. Dawes noted details to all members and the Clerk and Cllr. Dawes will liaise to complete the questionnaire.
- Item 3: Communities & Local Government – Codes of Conduct for Local Authority Members and Employees. A Consultation. Cllr. Dawes noted details to all members and after discussion it was agreed that we should confirm/site an example of an employee. The Clerk and Cllr. Dawes will take the issue forward.
- Item 4: KCC – Subsidised Local Bus Services. Details were noted to all members and it was agreed that the bus service at Chartham Hatch was still required.
- Item 5: CCC – Development Control Committee – List of Planning Applications – Tuesday 11th November 2008. The document was available for all members to view.
- Item 6: CCC – Development Control Committee – Agenda – Tuesday 11th November 2008. The document was available for all members to view.
- Item 7: CPRE – Countryside Voice – Magazine – Autumn 2008. A copy of the magazine was available for all members to read.
- Item 8: CPRE – Stop the Drop – Litter and Fly-Tipping. Cllr. Dawes noted details to all members and after discussion it was suggested we need to identify 'bad litter' areas around the parish and it was noted that the Youth Club, Primary School and the Chartham Society could become involved in any clear-up operation. Cllr. Weatherall took the document for review.
- Item 9: CPRE – Kent Voice Magazine – Autumn 2008. Invite to CPRE AGM on Friday 28th November 2008. Details were noted to all members of the AGM and the magazine was available for all members to read. Cllr. Graveson stated that he would attend the meeting.

- Item 10: Swale Borough Council – Preparation of Faversham Creek area Action Plan Development Plan Document – Comments requested by 19th December 2008. Details were noted to all members.
- Item 11: South East Water – Response to comments made on Draft Water Resource Management Plan and Environment Report – Details were noted to all members.

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

a) **Finance and General Purposes.**

The Clerk reported that we are still awaiting the final ‘sign off’ of the Parish Council Accounts by the Audit Commission.

The Clerk confirmed he is still awaiting details from CCC regarding the Precept application for the 2009/2010 year. Once the date for the return of the Precept is known the Clerk will arrange a meeting of the Finance & General Purposes Committee.

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

The Clerk reported details of a NALC ‘Employment Briefing’ noting that the National Association recommends that a 2.45% interim pay award is implemented with immediate effect. A resolution to award the Clerk a pay increase of 2.45% from the 1st April 2008 was proposed by Cllr. D. Frost and seconded by Cllr. Barlow.

(b) **Planning.**

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

CA/08/01249/CHA: Proposal: Conversion of existing buildings into residential dwellings replacement farmhouse and new workshop units: **Location:** Horton Farm, Cockering Road, Chartham, CT4 7LG: **Parish Council Views:** The Parish Council would like to ensure that the workshop units are not sub-let to any outside businesses and that they must only be used by the owners of the properties.

CA/08/01295/CHA: Proposal: Retention of existing mobile home, porch, extension, shed and storage container for a period of 12 months: **Location:** Bobbin Lodge farm, Bobbin Lodge Hill, Chartham, CT4 7DD: **Parish Council Views:** No Objections.

CA/08/01262/CHA: Proposal: Demolition of conservatories on south and east elevations, replace single-storey extensions and erection of loggia on north elevation: **Location:** Howfield Manor Hotel, Howfield Lane, Chartham, CT4 7HG: **Parish Council Views:** No Objections

CAL08/00118/CHA: Proposal: Demolition of conservatories on south and east elevations, replace single-storey extensions and erection of loggia on north elevation: **Location:** Howfield Manor Hotel, Howfield Lane, Chartham, CT4 7HG: **Parish Council Views:** No Objections.

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

CA/08/01127/CHA – Bahia Cottage, Howfield Lane, Chartham Hatch, CT4 7NA.

CA/08/00927/CHA – Perry Court Farm, Garlinge Green, Chartham CT4 5RN.

The Clerk noted details of an appeal that has been lodged with the Secretary of State at the following site: **CA/08/00069/CHA** – Salvation Army Hall, Shalmsford Street, Chartham, CT4 7SE.

(c) **Cemetery.**

The Clerk reported that the Cemetery Lodge is still up for sale and that quite a lot of interest has been shown recently in the property. It was noted that an offer of £145,000 had been made for the house, but it was felt that this was far too low.

It was also noted that Robinsons Solicitors had recently written to Mr Hulme regarding his 'Right of Access' through the cemetery car park. No reply had been received to date.

The Clerk also reported that the cemetery tractor and strimmer have been put up for sale and although some interest has been shown no firm offers have yet been received.

The Clerk reported that he is still awaiting a quotation from Keith Newing (Stonemason) to erect 'Plot' markers to identify each separate burial plot in the grounds.

The Clerk and Cllr. Jeffries are still updating the grave plans to computer and compiling a current list of dangerous memorials.

It was noted that Alan Middlemiss (Stonemason) had been contacted recently to undertake repairs to the cemetery wall at St. Mary's churchyard. It was reported that Alan Groombridge will remove the ivy and other trees and shrubs around the wall before any repairs are undertaken.

(d) **Countryside.**

The Clerk noted that the tree and pond wardens are trying to carry out a survey of all the ponds in the parish. Mrs Ferris and Cllr. Jeffries are to liaise to take this project forward.

The Clerk reported that he has applied to KCC for 43 trees as part of their 'free trees' programme. There will be an organised programme of planting at various locations around the parish in due course.

Cllr. Dawes noted that the PROW Office had confirmed that they had now removed some trees that had been blocking a couple of footpaths FP 476,477 at Thruxted

Cllr. Dawes also noted that the PROW Office had contacted a farmer who confirmed that when growth is sufficient he will cut a footpath across his field, also at Thruxted.

It was also confirmed that the PROW Officer had visited 'The Slip' after recent complaints about its appearance and safety. It was noted that the area was covered in leaves but that there were no funds available at present to clear them. It was suggested that we should go back to the PROW Office for advice as we are reticent to use volunteers to clear the site as

they might be liable if any accidents occur. The fencing of the 'The Slip' was not the responsibility of the PROW Office but that of the landowner who will be contacted.

Cllr. Dungay requested that the 'Tree Warden' take a look at some trees at the back of Rentain Road which are regarded as a possible hazard.

The next footpath walk will be on Sunday 16th November 2008 at 2.00 pm from the Spar Shop at St. Augustine's. Cllr. Paul Graveson will lead the walk.

(e) Amenities.

Cllr. Dungay read out an e-mail received from a member of the Village Hall Management Committee regarding the new Parish Council notice-board in the village hall car park. After discussion it was agreed that Cllr. Dungay will confirm with the Chairman of the VHMC the content of the notice to go in the notice-board. It was also agreed that there will not be another larger sign advertising the site of the village hall or the erection of a large sign advertising the hall on the side of the hall on the Memorial playing field side.

The Clerk noted that the replacement Bus Shelter for the station triangle will be erected this week, followed shortly by the new one at Chartham Hatch.

The Clerk reported that the new dog bin had been received today and that its installation will be taken forward by Alan Groombridge. The Clerk and Cllr. Dungay will take forward the exact location of the bin on the Memorial playing field.

Cllr. Dungay reported that the chains around the War Memorial do not unhook to allow access to the memorial. Cllr. Goff will investigate the issue.

Cllr. Dungay noted that a Fish & Chip van has been operating recently from outside the British Legion Hall and could we utilise the facility at the village hall car park. The Clerk noted that a request to use a Fish & Chip at the hall was made some weeks ago and that the operators were asked to put their request in writing. No such application has been forthcoming to date.

Cllr. Dungay also noted that the Parish Council notice-board is leaking and requires repair. The Clerk will contact Alan Groombridge and the issue of a possible new notice-board for the site will be taken forward at the next Amenities Committee meeting.

Cllr. Weatherall reported that the Youth Club has now been running for six weeks with an average of 36 children aged between 9yrs and 16yrs attending each week. It was noted that both the Parish Council and the Village Hall Management Committee had made donations which have been gratefully received. A 'Logo' competition for the Youth Club has been run recently and fund-raising events are to be organised in the future. It was noted that the VHMC have requested that a member of the Youth Club Committee sit on the VHMC. Cllr. Weatherall will take the request forward. It was noted that Audrey and Douglas Perkins who used to run the Salvation Army Youth Club have also offered their help if required.

(f) No Man's Orchard Management Committee.

The next No Man's Orchard Committee meeting is due to be held on the 3rd December 2008.

(7) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion.

The Clerk reported that the Football Foundation has recently written to Chartham Sports Club to confirm the award of a grant towards the building of a new Sports Pavilion at St. Augustine's. It was noted that a small Committee had been set up representing both the Parish Council and Sports Club to take forward the grant application and to ensure its 'Terms & Conditions' are adhered to. A first Committee meeting also including the Architect is due to take place later this week. It was also noted that the Clerk and the Architect have recently met with Alan Groombridge at the site at St. Augustine's to discuss the initial clearance of the overgrown trees and shrubs at the area.

(b) Play Areas.

The Clerk reported 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, ensuring that the land is properly registered with the Land Registry Office and confirming the owner's costs.

The Clerk noted that Campbell's Fencing is due to fence the new play equipment on the Memorial playing field at the beginning of December 2008. A new picnic bench along with litter bin, signage and cycle-rack will also be installed.

The old play equipment at the rear of the village hall will be removed when the weather permits.

(8) VILLAGE HALL UPDATE.

The Clerk reported that Robinson Solicitors are still dealing with the registration of the village hall, car park and patio areas with the Land Registry Office. They are also still reviewing the 'Trust Deed' for the village hall.

The Clerk confirmed that CML Electrical Ltd and John Cummings (Plumber) have undertaken the annual maintenance checks in the hall of the electrical equipment, boilers and radiators.

The Clerk reported that Berkeley Construction have returned to the village hall on a couple of occasions recently to make good some of the jobs on their 'snagging' list. The Clerk will confirm with Clague Architects this week, the final date which Berkeley Construction has to complete their work.

The Clerk reported that he is due to take the Chairman's notice-board to the sign-writer at Whitstable on Thursday to update the records.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways: The Clerk reported on a Kent Highway Services seminar that he attended in October at the Abbots Barton Hotel. A set of slides was available for Councillors to view and the Clerk noted an invitation from KHS for any Councillor to visit their new depot at Ashford.

The Clerk read out an e-mail from KCC Cllr. J. Simmonds updating the recently raised Highways issues at Chartham Hatch.

Cllr. Dungay noted that a new sign has been erected outside 'The Local' Public House and that several people have complained that it blocks a driver's eye-line at the junction. The Clerk will investigate and take the issue forward with Kent Highway Services.

It was stated that we should have some further 30 mph 'repeater' signs around the village to enforce the speed limits throughout the parish. Kent Highway Services will be contacted.

It was noted that the Speedwatch equipment should be used more around the parish. The Clerk will liaise with Cllr. Butcher and the KCC Community Warden.

Cllr. Weatherall left the meeting at 09.15 pm.

Police Liaison:

The Clerk read out an e-mail from Kent Police PC Paul Gibson requesting the use of the village hall in February 2009 to undertake a 'Drugs Awareness' presentation to parents and teenagers. It was noted that a similar 'pilot' event had been a great success at Adisham and that the evening would use various speakers, displays, with questions and answers and audience participation. After discussion it was agreed that this would be a good idea for the community in general and it was suggested that we could involve the Youth Club members as well. The Clerk will liaise with PC Gibson and the village hall 'Booking Clerk' as to some free dates in February 2009.

The Clerk read out a report from the KCC Community Warden regarding crime issues over the past month. It was noted that there had been a number of telephone calls relating to various problems including speeding cars, pot-holes and street-lights not working. There has been continued problems with dog-fouling in Shalmsford street and it was stated that if anyone sees anyone's dog fouling the pavement please report the incident to the KCC Community Warden noting the date and time. It was stated that a possible offender is known and the matter is being dealt with. Do not tackle or confront any person with their dogs as this is the duty of the CCC Dog Warden who will be visiting the area.

It was stated that Halloween was quiet with the KCC Community Warden and another colleague on duty until 22.00hrs.

It was reported that two door to door 'Duster Sellers' were sent on they way from the village thanks to a resident letting the Community Warden know that they were active in the village.

There have also been a number of foreign nationals in the village recently trying to sell goods to supposedly support there families back home. Please notify the KCC Community Warden if you encounter this type of selling or any other type of door step selling.

It was reported that the Over 60's are entitled to money towards their fuel bills over the winter period. If further information is required please contact the KCC Community Warden.

It was reported that a vote of thanks should go to Cllr. Dungay who raised £75 for the Lady Mayoress Charity after taking place in a charity 'Zip Wire' event recently.

(10) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 9th December 2008** 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 09.21 p.m.

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