

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M.
ON TUESDAY 12th FEBRUARY 2008
AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY,
KENT, CT4 5PW.

Present:

Cllr. A. Dawes – Chairman	Cllr. D. Weatherall
Cllr. C. Barlow – Vice-Chairman	Cllr. A. Frost
Cllr. M. Goff	Cllr. D. Frost
Cllr. J. Jeffries	Cllr. R. Doyle CCC
Cllr. S. Dungay	Cllr. D. Butcher
Clerk – Mr. P. Hornibrook	

Kent Community Warden – Tom Tucker-Smyth.
One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, KCC Cllr. J. Simmonds, Cllr. P. Graveson.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meetings held on 8th January 2008 (previously circulated).

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

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 change was noted in any member's interests.

(4) MATTERS ARISING

It was noted that Cllr. A. Frost has volunteered to help edit the Parish Council notices within the Parish Magazine.

(5) TO RECEIVE AND CONSIDER CORRESPONDENCE

(Folder of correspondence issued for all Councillors to view and comment on).

The following issues were raised for discussion:

- Item 1: CCC – Agenda – Joint Meeting of the Rural Area (North) Member Panel and Rural Area (South) Member Panel – Monday 21st January 2008. A copy was available for all members to view.
- Item 2: AWCIRK – Oast to Coast Magazine – Winter 2007. A copy was available for all members to view.
- Item 3: Letter of thanks from a parishioner to a donation to ‘Helping Hands’. Details were noted to all members.
- Item 4: Letter from Ian Bingham – ex Cemetery Superintendent. The letter was read out to all members.
- Item 5: Communities and Local Government – Consultation on Orders and Regulations relating to the Conduct of Local authority Members in England – Comments required by 15th February 2008. Details were noted to all members.
- Item 6: The Lord Mayor of Canterbury – Invite to Charity Banquet & Ball – Friday 18th April 2008. Details were noted to all members.
- Item 7: E-Mail from Kent Highway Services regarding Stour Road. It was noted that both Stour Road and Stour Close are adopted highway and are part of Kent Highway Services six monthly Safety Inspection route in and around Chartham. The carriageway at these sites is of a concrete raft construction, which over the years has moved with the surrounding land and has had several trenches cut across them to allow service connections causing further movement. Unfortunately the replacement of the carriageway is a major engineering project and is unlikely to be done in the foreseeable future. The Inspector stated that he would visit the site again and make another inspection of the carriageway, check what drainage is in the area and take some photographs to discuss what can be done with his Manager. We await their comments in due course.
- Item 8: Southern Water – Strategic Direction Statement (SDS) and Stakeholder Report 2006-2007. Details were noted to all members.
- Item 9: Swale Borough Council – Notice of Intention to Adopt a Local Plan. Details were noted to all members.
- Item 10: Kent Highway Services – Kent County Council Draft Permit Scheme – Comments requested by 14th March 2008. Details were noted to all members.
- Item 11: CCC – Have your say on council’s priorities for the next four years – Comments requested. Details were noted to all members.

- Item 12: Swale Borough Council – Publication of ‘Shaping Spaces & Places’- Consultation comments requested by 10th March 2008. Details were noted to all members. Cllr. Dawes took the document for perusal.
- Item 13: CCC – Agenda – Development Control Committee – Tuesday 5th February 2008. A copy was available for all members to view.
- Item 14: CCC – List of Planning Applications – Development Control Committee – Tuesday 5th February 2008. A copy was available for all members to view.
- Item 15: Letter of thanks for donation from Kent Air Ambulance Trust. The letter was read out to all members.
- Item 16: Letter of thanks for donation from ‘Helping Hands’. Details were noted to all members.
- Item 17: Update on HGV’s in Chartham Hatch. An e-mail was read out to all members noting details of Kent Highway Services proposed action to locate new signs on the A2.
- Item 18: Letter to Julian Brazier MP, from Department of Culture, Media, and Sport – Regarding Licensing Act 2003 on Village Halls. Details were noted to all members and it was suggested that a copy be sent to the Village Hall Management Committee. Cllr. Dawes also requested a copy to pass onto the Chartham Hatch VHMC.
- Item 19: Kent Air Ambulance Trust – Strategic Review. A copy was available for all members to view.
- Item 20: AWCIRK – Discover ‘Youth Forums’ – Meeting Thursday 11th March 2008. Details were noted to all members and Cllr. Weatherall took the document for perusal.
- Item 21: Kent Highway Services – A28 Ashford Road Speed Limits Order 2008. It was noted that the Parish Council supports the proposal of the new 40 & 50 mph speed limits to be introduced on the A28 Ashford Road.
- An e-mail was read out noting a meeting on Monday 25th February 2008 at CCC Offices , regarding ‘Wealden Wheels’ a community transport scheme based in Charing.

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

a) Finance and General Purposes.

The Clerk noted details of the ‘Concurrent Funding’ application submitted to CCC for the 2008/2009 year, and the recent letter received from CCC, reporting that £12,133 had been added to the overall budget to enable all ‘core functions’ to be funded at 100%. This means that subject to ratification at the full City Council Executive meeting on the 21st February 2008, the Parish Council will now receive £44,573.54 for the 2008/2009 financial year.

The Clerk confirmed the 2008/2009 'Precept' application submitted to CCC to be £99,750.

The Clerk reported that the VAT refund for the period September to December 2007 has been submitted to HM Customs.

(b) Planning.

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

CA/08/00128/CHA: Proposal: Change of use of barn to residential annexe: **Location:** The Woodlands, Howfield Lane, Chartham. CT4 7LZ: **Parish Council Views:** The Parish Council objects to the planning application and would refer back to the original use of the building. The change to residential use is felt unwarranted. There have been 'Enforcement' issues with the property in the past relating to the barn and we strongly oppose any change of use.

CA/08/00131/CHA: Proposal: Single- storey extension to dwelling: **Location:** Iffin Meadows, Iffin Lane, Chartham, CT4 7BE: **Parish Council Views:** No Objections.

CAE08/00002/CHA: Proposal: Certificate of existing lawful use as a private dwelling: **Location:** Howfield Farm Bungalow, Howfield Lane, Chartham. CT4 7HG: **Parish Council Views:** No Objections.

CA/08/00175/CHA: Proposal: Two-storey extension to side of dwelling: **Location:** 143 Shalmsford Street, Chartham. CT4 7QZ: **Parish Council Views:** No Objections.

Five further planning applications were dealt with at a Planning sub-committee meeting on the 31st January 2008.

CAA08//00003/CHA: Proposal: Non-illuminated free-standing totem signs and flags: **Location:** East Kent Audi, Stour Valley Business Park, Ashford Road, Chartham, CT4 7HF: **Parish Council Views:** No Objections.

CA/08/00023/CHA: Proposal: Single-storey side extension to dwelling: **Location:** Broadview, Primrose Hill, Chartham, CT4 7NR: **Parish Council Views:** No Objections.

CA/08/00028/CHA: Proposal: First-floor side extension to dwelling: **Location:** 2 Rosedene Cottages, Ashford Road, Chartham, CT4 7HL: **Parish Council Views:** No objections to the plans, but the Parish Council would like to see that the window design on the extension matches the rest of the house.

CAT07/00030/CHA: Proposal: Coppice Silver Birch subject of T.P.O 1 of 2001: **Location:** Greengate Wood, Denstead Lane, Chartham, CT4 7NI: **Parish Council Views:** The Parish Council is against any further coppicing of the site, especially as a large number of trees have already been coppiced at the site. The Parish Council is also aware of an Enforcement Case being investigated by the City Council at the site and does not wish any further work to be carried out at the site pending the result of the Enforcement enquiry.

CA/08/00069/CHA: Proposal: Demolition of hall buildings and erection of two dwellings and eight flats with associated parking: **Location:** Salvation Army Hall, Shalmsford Street, Chartham, CT4 7SE: **Parish Council Views:** The Parish Council is concerned about the number of car parking spaces available as there is limited parking available elsewhere in the area. The Council is also extremely concerned with the proposed access onto Bolts Hill and its proximity to the existing junction with Shalmsford Street. We would ask that Kent Highway Services view the site to confirm that access is appropriate in its proposed position. The height of the proposed building on a raised bank is also of concern to neighbouring properties.

The Clerk noted the document relating to the 'Wincheap Regeneration' plan, and asked if any Councillor had any further comments to make on the proposals. Cllr. A. Frost took the document for review.

Four 'Granted' planning applications were read out:

CA/07/01661/CHA – Newmafruit Farms Ltd, Howfield Farm, Howfield Lane, Chartham, CT4 7HQ.

CA/07/01708/CHA – 21 Pomfret Road, Chartham, CT4 7PZ.

CA/07/01759/CHA – 25 Shalmsford Street, Chartham, CT4 7RZ.

CA/07/01758/CHA – 20 Chestnut Close, Chartham, CT47TD.

One 'Refused' planning application was read out:

CA/07/01664/CHA – Howfield Farm Bungalow, Howfield Lane, Chartham, CT4 7HG.

One 'Notice of Proposed work to Trees in a Conservation Area' was read out: Fell a Eucalyptus tree, at The Deanery, Bolts Hill, Chartham.

(c) **Cemetery.**

The Clerk reported that the Cemetery Lodge has been put up for sale with a guide price of £265,000, and according to the Estate Agent a reasonable amount of interest has already been shown in the site.

Cllr. Barlow reported that the domestic arrangements in place at the cemetery are working well.

It was reported that the Clerk and Cllr. Jeffries are currently updating the grave plans at the cemetery to computer format. The Cemetery Rules & Regulations and Cemetery Charges for the 2008/2009 year are also in the process of being reviewed and updated. The Cemetery Charges will be brought to the next Parish Council meeting for ratification.

Cllr. Barlow reported on several cemetery issues relating to the erection of memorials and the problems that have arisen with the ever increasing request for elaborate inscriptions on large memorials.

A resolution was proposed that all future 'Applications for a Memorial' should not include the name of any person who is not buried or will not be buried in a grave plot. The resolution was proposed by Cllr. Goff and seconded by Cllr. Weatherall. All members voted in favour.

(d) Countryside.

The Clerk noted that a meeting with the Tree & Pond Wardens will be arranged in the next few weeks to discuss proposed projects/work for the rest of the year.

Cllr. Butcher stated that he is still awaiting contact from the PROW Officer to enable several footpaths issues to be rectified. Cllr. Butcher will pass the details to the Clerk who will write a formal letter to the PROW Office.

It was reported that Cllr. Barlow and the Clerk will take forward brickwork and woodwork repairs at the St.Mary's Church lych-gate.

It was reported that the motor-cycle gate installation on the footpath near the Royal British Legion Hall, requires the posts to be re-concreted into the ground as they are loose.

It was noted that 'The Slip' is again overgrown in places and requires the vegetation to be cut back. It was sated that SERCO will clear the area three times a year.

The next footpath walk will be on Sunday 9th March 2008 at 2.00 p.m. from Chartham Hatch Village Hall. Paul Hill will lead the walk.

(e) Amenities.

The Clerk reported that the Village Information Pack is currently being updated, but that some Clubs and Organisations have been slow in replying and some have not responded at all. It has now been decided to issue the document with the current information that is available.

It was also reported that the Clerk will arrange to have the VIP pack updated on the Parish Council website, along with an updated list of events for the 2008 year.

It was reported that Cllr. Dawes and Cllr. Jeffries had met with Mrs J. Martyn, the Headteacher at Chartham Primary School to discuss the Village Emergency Plan which requires updating. A copy of the Primary School Emergency Plan will be forwarded to the Parish Council and a further meeting will be arranged with the Clerk and Cllrs. Dawes and Jeffries to take the completion of the plan forward.

Cllr. Dungay again questioned when the goal posts will be erected on the Memorial playing field. The Clerk confirmed that he is meeting with our contractor Alan Groombridge and Scott Collins from Chartham Sports Club to arrange the installation.

Cllr. Dungay reported on the proposed train service cuts on the Canterbury to Ashford line. Cllr. Dungay noted that there will be normal train services during the week, but that there will be a cut in the 'peak time' trains with only one train per hour instead of two. It was stated that weekend services will stay, with 'fast' train services not stopping at Wye. It was also stated that further decisions and discussions will continue into the summer. Councillors were urged to write individually, and Cllr. Dungay on behalf of the Parish Council will construct a letter to the appropriate authorities.

(f) No Man's Orchard Management Committee

It was reported that the next meeting of the No Man's Orchard Management Committee will be on Wednesday 13th February 2008.

(7) SPORTS PAVILION/PLAY AREAS.

The Clerk reported that repairs are required to the 'Junior' play area at St. Augustine's where the wooden 'swing barriers' have rotted and several of the posts have had to be removed from the site on safety grounds. The play area manufacturers RSS Playmakers have been contacted three times regarding undertaking the repairs and it was noted that they visited the site last week to undertake an inspection. The Clerk is awaiting a report from RSS.

The Clerk noted that the Football Foundation have requested further details relating to our grant application which the Clerk and Bryan Taylor from the Sports Club are taking forward.

(8) VILLAGE HALL UPDATE.

The Clerk noted to all members a list of issues at the village hall which have been notified to the Village Hall Management Committee for their comment and action. Discussion took place regarding the issues raised and it was agreed they should be followed up and rectified as soon as possible.

An e-mail from the VHMC regarding helping out with the cost to complete the patio area at the village hall was also read out to all members. It was noted that KCC Cllr. John Simmonds has offered to help with some money towards the funding of the project but that further funds are still required. It was suggested that the Village Hall Trustees should be asked to donate a reasonable sum towards the project completion, before the Parish Council considers any further funding. The Clerk will contact Paul Newman to arrange a firm quotation to complete the work required.

The Clerk reported on a proposed maintenance contract and other minor works to be undertaken between the Parish Council and CML Ltd, the electrical contractors who undertook the electrical installation at the hall. It was also noted that the lights in the village hall car park are near to completion and will be set on a timer as will the outside security lights around the hall.

The issue of an e-mail from Mark Hobday the Manager at Arjo Wiggins was noted to all members. A request was made to allow visitors to the Mill to use the village hall car park whilst they attend a briefing session. The briefing takes approximately 15 minutes and a list of dates have been supplied to the Clerk. It was agreed to allow the request as long as the situation is not abused by regular mill workers who should now be parking in the mill grounds.

It was noted that the car park gates will no longer be closed on the Wednesday evening prior to the Farmers Market.

Cllr. Barlow noted that he, Cllr. D. Frost and the Clerk attended a meeting at Clague Architects today to discuss the village hall final account and other issues regarding the construction of the village hall. A list of outstanding and contested issues was discussed and these will be taken to a further meeting between Clague Architects and Berkeley Construction next week. It was reported that there are still several important items, such as the design of the toilet cubicles, boiler room ceiling and other items that have to be finalised quickly. A further meeting will be arranged between the Parish Council and Clague Architects in a couple of weeks. It was stated that the Parish Council may consider a part-payment of the final account if the outstanding works are undertaken quickly and to ensure completion by the official opening day stated to be the 3rd May 2008.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways:

The Clerk noted that the A28 junction re-alignment project is currently still in process'.

It was reported that the old style Neighbourhood Watch sign near the junction of Bolts Hill and Shalmsford Street is on the ground and requires removal.

Details regarding the new proposed speed restrictions on the A28 were noted in full to all members.

The Clerk reported that he had been informed by KCC Cllr. John Simmonds that Kent Highway Services had confirmed that funding of some £20,700 had been secured to repair the pavements at Shalmsford Street, with the work due to be carried out by the end of the current financial year.

It was reported that a near miss incident had occurred today in dense fog, when a parishioner was nearly hit by a train whilst trying to cross the railway line at Thruxted crossing. It was reported that that the train did not use it's warning 'hooter' when approaching the crossing and that the 'whistle' warning signs for the trains have also been removed from the approach to the crossing. It was agreed that Network Rail should be contacted to obtain their views and that investigations would take place to check the signage at the crossing.

Police Liaison:

The KCC Community Warden Tom Tucker-Smyth reported that it had been quite an eventful month. It was reported that children were caught on CCTV deliberately kicking a dirty football against the village hall porch walls and leaving the walls badly marked. The incident was reported to the Police and the children were identified and requested to clean the walls, which they did.

It was reported that several graffiti artist 'tags' have been identified along with 'dens' where their spray cans are stored. Further Police action is ongoing.

Two young teenagers riding motor-cycles illegally around the village were reported and their parents have been informed.

It was reported that the street lights at Bolts Hill and outside 'The Hyde' have now been repaired and are having an impact on lessening the anti-social behaviour in the area.

It was noted that the parking problems recently noted at River Court have now ceased, mostly due to the village hall car park now being left open on the Wednesday evening prior to the Farmers Market.

Cllr. Barlow raised the issue of the bus shelter at the bottom of Beech Avenue, which has become a gathering place for teenagers in the evening. The KCC Warden, Police Community Support Officer, and the Police Rural Beat Constable are all aware of the problem and enquiries are ongoing.

(10) SIGNING OF ORDERS FOR PAYMENT.

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

(11) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 11th March 2008** at 7.30 p.m. at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 5PW.

(12) CLOSURE

There being no further business the meeting closed at 09.22 p.m.

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