

CHARTHAM PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M.
ON TUESDAY 11th MARCH 2008
AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY,
KENT, CT4 5PW.**

Present:

Cllr. A. Dawes – Chairman

Cllr. C. Barlow – Vice-Chairman

Cllr. M. Goff

Cllr. J. Jeffries

Clerk – Mr. P. Hornibrook

Cllr. S. Dungay

Cllr. P. Graveson

Cllr. D. Butcher

CCC Cllr. R. Doyle

KCC Cllr. J. Simmonds

Kent Community Warden – Tom Tucker-Smyth.

Police Community Support Officer – Paul Rigden.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. D. Frost, Cllr. A. Frost, Cllr. D. Weatherall.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meetings held on 12th February 2008 (previously circulated).

Proposed by: Cllr. Butcher 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

No issues were raised.

(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: AWCIRK – Rural News No 86. February 2008 – A copy was available for members to read.
- Item 2: KCC – Kent Minerals Development Framework – Withdrawal of submitted Development Plan. Details were noted to all members.
- Item 3: Swale Borough Council – Adoption of the Swale Borough Local Plan First Review. Details were noted to all members.
- Item 4: KCC – Subsidised Local Bus Services. Details were noted to all members.
- Item 5: Enjoy England – Celebrate St. George’s Day. Cllr. Dawes took the booklet for review.
- Item 6: Harbledown Parish Council – Park & Ride update. A letter and campaign news update from the Park & Ride Working Group of Harbledown and Rough Common Parish Council was noted to all members. It was noted that the Parish Council has already written to CCC noting our views on the proposal.
- Item 7: Kent Highway Services – Reconstruction of Stile Farm Bridge, Pickelden Lane. Details were noted to all members.
- Item 8: CCC – Development Control Committee – List of Planning Applications – Tuesday 4th March 2008. Details were available for all members to view.
- Item 9: CCC – Development Control Committee – Agenda – Tuesday 4th March 2008. Details were available for all members to view.
- Item 10: CCC – Free participation workshops offered by Kent Children’s Fund Network – 27th March 2008. Details were available for all members to view.
- Item 11. Kent Highway Services – PIPKIN Guidance document. Details of the speed management scheme were noted to all members.
- Item 12: Kent Highway Services – Canterbury to Chartham Cycle Route – Withdrawal of Planning Application. Details behind the reasons for the withdrawal of the planning application were noted to all members. It was stated that most of the problems related to local environmental impact issues and it was hoped that the application would be re-submitted in May/June 2008.
- Item 13: KCC – Annual Environment and Regeneration Quality Awards. Details were available for all members to view.
- Item 14: Kent Highway Services – Kent County Council Draft Permit Scheme – Extension to Consultation and Weekly Update. Details were available for all members to view.
- Item 15: CCC – Out There! – Newsletter of the Housing & Community Development Service. Cllr. Dungay took the magazine for perusal.

- Item 16: Harbledown & Rough Common Parish Council – Request to use Speedwatch equipment. A letter from Harbledown & Rough Common Parish Council was noted in which a request was made to use the Chartham Parish Council Speedwatch equipment on mutually agreeable terms. The Parish Council was happy for the equipment to be used as long as the members using the equipment from Rough Common & Harbledown were fully trained and have attended the Kent Police training course. It was suggested that before we reply we should contact our insurers to check if it is permissible for the equipment to be loaned out to other Parish Councils and if there are any insurance and storage implications for the equipment. Discussion took place regarding a hire-charge for the Speedwatch equipment and a figure of £75.00 per week was suggested as being fair, which will cover wear and tear and insurance costs. The Clerk will investigate the issues and reply to Harbledown & Rough Common Parish Council in due course.
- Item 17: Babcock Networks Ltd – Canterbury North Overhead Line Refurbishment Project Tower Number 139. Details were available for all members to view.

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

a) Finance and General Purposes.

The Clerk reported that he is due to meet with the Parish Council Accountant on the 5th April 2008 to prepare the end of year accountants prior to submission to the Audit Commission.

A meeting of the Finance & General Purposes Committee will be arranged once the accountants are ready for formal ‘sign-off’ by the Parish Council.

The Clerk noted that the ‘Concurrent Funding’ and ‘Precept’ applications recently submitted to CCC for the 2008/2009 year, will be paid at the beginning of April 2008.

The Clerk reported that the VAT claim for the period September to December 2007 has been submitted to HM Customs and that the refund is still awaited.

(b) Planning.

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

CA/08/00281/CHA: Proposal: Two-storey annexe extension to dwelling: **Location:** 3 Nickle Bank, Nickle Lane, Chartham. CT4 7PB: **Parish Council Views:** No Objections.

CAL08/00023/CHA: Proposal: External alterations: **Location:** Rattington Cottage, 3 The Square, Rattington Street, Chartham, CT4 7JG: **Parish Council Views:** No Objections.

CA/08/00272/CHA: Proposal: Erection of portakabins for use as staff canteen: **Location:** East Kent Timber, Howfield Lane, Chartham. CT4 7HQ: **Parish Council Views:** No Objections.

CA/08/00268/CHA: Proposal: Erection of a Norwegian style log dwelling: **Location:** Former Iffin Tank, Iffin Lane, Chartham: **Parish Council Views:** A site visit is to be arranged.

One further planning application was dealt with at a Planning sub-committee meeting on the 21st February 2008.

CA/08//00184/CHA: Proposal: Single-storey extension to side of dwelling and erection of building in rear of garden: **Location:** 7 Riverside Cottages, Riverside, Chartham, CT4 7JR: **Parish Council Views:** The Parish Council had no objections to the plans but has concerns over the parking provisions at the site and we wish to ensure that adequate off-road parking is available as the old garage appears to be demolished.

Six **'Granted'** planning applications were read out:

CA/08/00128/CHA – The Woodlands, Howfield Lane, Chartham, CT4 7LZ.

CA/08/00028/CHA – 2 Rosedene Cottages, Ashford Road, Chartham, CT4 7HL.

CA/07/01652/CHA – Land between Canterbury District Western Boundary near Pickleden Lane, Mystole and the Pumping Station at Howfield.

CA/07/01814/CHA – Sayes Court, Hatch Lane, Chartham CT47LP.

CAL07/00176/CHA – Sayes Court, Hatch Lane, Chartham CT47LP.

CA/08/00023/CHA – Broadview, Primrose Hill, Chartham CT47NR.

One **'Refused'** planning application was read out:

CAT07/00030/CHA – Greengate Wood, Denstead Lane, Chartham, CT4 7NL.

One **'Withdrawn'** planning application was read out:

CA/07/01724/CHA – Land on North bank of River Stour between Station Road, Chartham and Whitehall Road, Canterbury.

The issue of excess soil being dumped or moved around the site of the old mortuary at St. Augustine's was raised. It was agreed that the Planning Committee would try and visit the area on the same day as the site visit to Iffin Lane.

(c) Cemetery.

Cllr. Barlow outlined the reasons behind the proposed changes to the new Cemetery Charges for 2008/2009, which were then presented to the full Parish Council for approval. A resolution to adopt the charges for the 2008/2009 year was proposed by Cllr. Graveson and seconded by Cllr. Goff. All members voted in favour.

The Clerk reported that the cemetery tractor and strimmer are currently not being used as Alan Groombridge will continue to use his own equipment when mowing and strimming the cemetery grounds. It was suggested that the Sports Club cricket section might be interested in using the equipment, otherwise the equipment may well have to be put up for sale. Cllr. Graveson and the Clerk will take the matter forward and will also check to see if there would be any storage and insurance issues to take into account.

It was reported that the Clerk and Cllr. Jeffries are still updating the grave plans at the cemetery into computer format. The project will take at least six months or more to complete and during the process of visiting the cemetery they will also inspect the problem of numerous 'sunken' graves, whilst also undertaking the annual review of 'Dangerous Memorials'.

The Clerk reported that there had been no reply from AC Hulme to the letter issued by Robinson Solicitors, regarding the 'rights of access' to the cemetery car park. It was suggested that as we had not received a reply we should now consider proceeding with plans to fence and secure the car park site. This will be discussed further at the next meeting of the Cemetery Committee. It was noted that A C Hulme now has an alternative entrance to his fields about 300 yards down from the Hatch Lane junction.

The Clerk and Cllr. Barlow had recently met with Alan Groombridge to organise repairs to the St.Mary's lych-gate and pathway.

The Cemetery Rules & Regulations for the 2008/2009 year are also in the process of being reviewed and updated by the Clerk, Cllr. Barlow and Cllr. Jeffries. The Rules & Regulations will be brought to the next Parish Council meeting for formal ratification.

It was reported that Cllr. Barlow had recently updated the application form for 'Permission to Erect a Monument'.

(d) Countryside.

The Clerk noted that now Dr A. Griffiths is back from holiday a meeting with the Tree & Pond Wardens can be arranged in the next few weeks to discuss proposed projects/work for the remainder of the year.

It was again 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. The Clerk will arrange repairs with Alan Groombridge.

The next footpath walk will be on Sunday 20th April 2008 at 2.00 p.m. from St Mary's Church, Chartham. Ruth Harling will lead the walk.

(e) Amenities.

The Clerk reported that the Village Information Pack is still being updated, and that he is currently awaiting an update of the Chartham Hatch Clubs and Organisations. Once all details have been received the pack and the Parish Council website will both be updated.

It was reported that Cllr. Dawes, Cllr. Jeffries and the Clerk are still in the process of updating the Village Emergency Plan. A further meeting will be arranged to take this issue forward.

Cllr. Dungay again questioned when the goal posts will be erected on the Memorial Playing Field. The Clerk confirmed that the posts required straightening after the youths had swung on and damaged them, and that they are due for installation next week.

Cllr. Dungay reported on the proposed train service cuts on the Canterbury to Ashford line. Cllr. Dungay stated that she has some posters to go in local shops and a survey form that she would like commuters to complete. After discussion it was agreed that the poster should be amended to have a contact name and telephone number added, so people can forward their own comments and views on the proposals.

Cllr. Doyle noted that she had not received a response from Network Rail to enquiries that she had made recently regarding the incident with a parishioner having a 'near miss' whilst trying to cross the railway line at the Pickleden crossing.

(f) No Man's Orchard Management Committee.

At the last meeting a plan of events was being drawn up for the orchard celebration day at No Man's Orchard on Saturday 26th July 2008. Further details regarding the make up of the event will be confirmed in due course. The event will be advertised in both parishes, as well as on the radio and in local papers and parish magazines and newsletters.

It was reported that the next meeting of the No Man's Orchard Management Committee will be on Wednesday 26th March 2008.

(7) SPORTS PAVILION/PLAY AREAS.

The Clerk reported that the sports changing rooms on the Memorial Playing Field are due to be completed by the end of this week. It would then be possible for the Sports Club to use the facility, thus enabling the Parish Council to move forward with its plans to demolish the old wooden pavilion and then proceed with plans to erect a new junior play area on the old site.

It was noted that advice received from Jenny Bradbury from Action with Communities in Rural Kent stated that we are currently not in a position to issue a lease to one specific hirer such as the Sports Club, but that we could issue a 'Permit to Use' which is designed 'not for primary' use of the pavilion.

The Clerk reported that repairs are required to the 'Senior' play area at St. Augustine's where vandals have cut out six sections of the wire mesh fencing as well as dismantling the heavy top rails and gravel boards. This is just mindless vandalism which no-one appears to hear or see, yet the damage caused by the use of hammers and other heavy tools which must make some noise at night! The issue has been reported to the Police and a hammer has been found at the site. Campbell's' Fencing have been asked to undertake repairs to the site, but the Parish Council must also consider the long term problems at the site considering the amount of money that it is continually spending repairing the fencing and signage.

It was also noted that the CCC Graffiti team have been asked to clean up both the 'Junior and Senior' play areas at St. Augustine's.

Cllr. Dungay reported that a couple of swing seats are cracked on the 'Junior' play area site at St. Augustine's. Cllr. Dawes reported similar problems with seats at the Chartham Hatch play area. The Clerk will arrange to visit the sites and organise the purchase of new seats if appropriate.

(8) VILLAGE HALL UPDATE.

Cllr. Barlow noted that he, Cllr. D. Frost and the Clerk had recently attended a further meeting with Clague Architects and Berkeley Construction at the Village Hall to discuss the final account and other outstanding issues. A list of outstanding and contested issues was discussed and many were resolved. However, a couple of major issues relating to the design of the toilet cubicles and acoustics in the hall are still to be discussed further. The Parish Council agreed a part-payment of the final account once further outstanding works were undertaken.

The Clerk confirmed that the car park will be resurfaced in April and that the car park will have to be closed for 3 days. The trees and borders to the car park will be cut back and cleared in the next week or so and weed-killer applied to the whole length of fencing. The old fencing at the front of the car park will then be painted green to match the surrounding fencing. It was suggested that the Clerk liaises with Emma Bull to arrange a suitable date for the resurfacing to take place, so as to minimise the affect on pre-arranged bookings.

The Clerk reported that he had ordered a letter box for the hall which will be erected in the porch, replacing the 'smoking bin' which will be relocated elsewhere.

It was reported that the VHMC are proposing to install a cut-off switch at the hall, which will silence music at 23.00 hrs. It was noted that this is a decision for the VHMC, but if they agree to the proposal the electrical work must be undertaken by the contractors CML Ltd.

The Clerk noted that he is awaiting the refund of 'Business Rates' from CCC, which was incorrectly refunded to the VHMC.

Discussion took place regarding the patio area at the rear of the hall which still requires completion. An e-mail from the VHMC regarding 'helping out' with the costs to complete the patio area was read out to all members. It was confirmed that the original cost had almost doubled meaning further funding would have to be sourced. It was confirmed that KCC Cllr. John Simmonds has offered to help with a donation of £2,000 from funds that are available to him. The Parish Council would be willing to donate £3,000, but only on the agreement that the Village Hall Trustees would donate a similar sum. The proposal will be taken to the next meeting of the VHMC.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways:

The Clerk noted two letters from parishioners complaining about the recent realignment of the A28 junction at Hatch Lane. The content of both letters was discussed and it was stated that the design does not appear to be as per the original project proposals. It was thought that much more of the land to the west of the junction was to have been reclaimed from the local land owner and this does not appear to have taken place. The Clerk will write to Ruth Goudie at Kent Highway Services to question if the original plans were exactly adhered to.

Cllr. Goff reported the poor state of Cockerling Road at the junction with Rattington Street, which has numerous large pot-holes causing a danger to both motorists and cyclists. The Clerk confirmed that the problem has been reported to Kent Highway Services, but that it would be reported again as the road is extremely dangerous at present.

Cllr. Butcher reported that the sign warning 'Beware Lorries Turning' is currently in the hedgerow at Nickle Bend and requires replacement. The Clerk will contact Kent Highway Services.

It was noted that repairs to the pavements at Shalmsford Street have commenced and are continuing this week.

Police Liaison:

The Police Community Support Officer Paul Rigden reported on recent problems in and around the parish. He stated that there had been a recent spate of criminal damage aimed at the play areas at St. Augustine’s and that people should be encouraged to come forward and report the names of the perpetrators if known to the Police or KCC Warden.

It was also reported that there has been considerable damage to the old hospital out-buildings that are due to be demolished at St. Augustine’s ‘Site C’. Fencing is currently being erected around the site and it was reported that a young person from the Canterbury area was recently arrested at the site.

It was reported that a motor-cycle was recently crushed by the Police after being used illegally in the Mystole area.

The PCSO raised the issue of the ‘Neighbourhood Policing Plan’ and asked the Parish Council to indicate their three highest priority concerns around the parish. After discussion it was agreed that the three main areas of concern were ‘Speeding and Highway’ issues, ‘Criminal Damage’ and ‘Nuisance Youth’s’ with their associated problems.

It was also noted that the PCSO is now trained to use the Kent Police ‘speed guns’ and will be a visible presence in and around the parish in the forthcoming weeks.

Cllr. Barlow proposed a vote of thanks to Special Constable Peter Laker who is to retire shortly after serving the parish for over 20 years.

(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. J. Jeffries and Cllr. Dawes.

(11) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 8th April 2008** at 7.30 p.m. at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7HX.

(12) CLOSURE

There being no further business the meeting closed at 09.18 p.m.

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