

MINUTES OF THE MEETING OF THE CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 20th AUGUST 2013

Present:

Cllrs: C Goble (Chairman), P Jones, C Norris (Vice Chairman), K Pilcher, J Stone, M Thomas, B Tutt, and Frederick Scales (District Councillor).

1. **APOLOGIES:**

PCSO Gretel May, Dave Bish (Relief Community Warden) and Chantal Blythe (Community Warden on maternity leave).

2. **DECLARATION OF PERSONAL INTERESTS:** – None

3. **SPEEDING NEW DOVER ROAD (B2011) & ADVICE FROM OTHER AGENCIES:**

Data taken from flashing sign device recorded average speeds Folkestone bound to be in excess of 55mph and Dover bound 96mph.

Speed Watch scheme explained briefly, with report from Clerk that other agencies, unable to attend this meeting, will be available for the October meeting.

Other discussions included; Data from flashing sign cannot be used, possible consideration change of existing device to an Automatic Number Plate Recognition device. To be discussed further when more advice can be given by those attending October meeting.

Request from Councillors to write to Ann Barnes, Kent Police Commissioner, on position of this issue at present and to make her aware of “Police Contact Point” local issues not known by Officers attending.

4. **PUBLIC ADDRESS TO COUNCILLORS** – None received

5. **MINUTES**

The Minutes of the meeting held on 16th July 2013 were approved and signed by the Chairman, Cllr: Goble. Proposed by Cllr. Tutt and seconded by Cllr. Norris.

6. **PARISH COUNCIL VACANCIES**

Two candidates received at the meeting, Gemma Titman and Viv Hale, both had completed Candidates’ Consent to Nomination forms and were invited to give a résumé of them.

A resolution was passed to exclude public at end of meeting (item 14), in order to discuss co-option.

7. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**

a) **Outdoor Recreational Facilities** – Sub-committee and Lynn Brisley reported:

- i. Cllr. Pilcher reported he would be monitoring and producing on a monthly basis an inspection report on the repair status of all equipment. Meeting to be arranged with Evolution and The Great Outdoor Gym Company on minor adjustments and fixes to be carried out.
Top soiling ground behind Village Hall to be checked with Capel Groundworks.
Raffle Prize request for future fund-raising events for Project, i.e. Curry Evening to be arranged.
- ii. Skate-park noise level, report read from Lynn Brisley on sound-proofing. Evolution Company to re-visit site and discuss and give advice and guidance, together with attending to minor issues requiring attention of rusting to side edges of side panels.
- iii. Benches, waste bins and replacement trees: • Two benches between skate-park and gym equipment required and if in agreement with History Book organisation, would be purchased. • Extra waste bins reported to be very expensive and costly to have emptied. Alternative to have Dover District Council re-site the one by Lancaster Avenue suggested and this was agreed. • Two (2) trees requested (evergreens) – this was to be discussed at a later meeting when financial accounts are known.
- iv. Lighting and Signs: • Now trees removed, existing lighting illuminates the skate-park and gym area at night. Suggestion made for some diffusion or switching off completely. It was agreed this may not be beneficial from a CCTV viewpoint. To be monitored. • Sign on order for Skate-park safety, rules and sponsors. Other signs required – more substantial CCTV information ones. Costs would be produced.
- v. Black Historic Noticeboard to be painted by Cllr. Goble. Teen shelter painting completed.

b) CCTV – Cllr. Jones/Clerk

Instructions on use of equipment had been given to Clerk and PCSO by NSL Security.

- c) • Neighbourhood Plan: To be discussed further at next meeting. • Land Allocation: Site allocation document with Inspectors, timescales queried – District Councillor Scales to make further enquiries. • There was nothing further to report on Quinn Estates’ proposals on two potential sites. • Planning Information document produced for residents was agreed with minor amendments.
- d) Other - None.

8. **DELEGATES REPORTS**a) Neighbourhood Watch – *Community Warden/PCSO and/or Cllr: Jones*

- Cllr. Jones hoped to recruit more members and would be contacting residents who had expressed interest so far in scheme. A further meeting will then be arranged.
- Two NHW signs on lampposts to be re-sited.

b) Village Hall Management Committee - VHMC Minutes/Cllr: Stone

- Management working well, “a well-oiled machine”.
- Secretary, Treasurer and Vice-Chairman reported to be retiring.
- Article being inserted into Grapevine to recruit more Trustees.
- Charity commission informed of situation.

c) Highways – *Cllr: Brian Tutt*

- Street lights not working reported and been repaired.
- Footpath collapse Alexandra/New Dover Road – temporary repairs carried out. Gas contractors coming back to carry out permanent works.
- Foul sewer manholes in Capel Street covered by tarmac reported to Kent Highways faults on-line. To be chased.
- Gas mains renewal work to take place on New Dove Road, causing some disruption.
- Letter notification of Kent Highways Parish/Town Council Seminar on 22nd October 2013 – Cllr: Tutt to attend.

d) District Councillor Scales

- Reported he had been appointed to The Countryside Commission – establishing what happens in our countryside, i.e. issues within countryside - badgers etc.

e) Coronation Day celebration combining Fields-in-Trust plaque unveiling

- All on schedule.
- Fields in Trust boxes of “goodies” arrived.
- Help required on assault course and sumo wrestling.
- Medals to be award in Skate-park jam session.
- Clerk to arrange flower presentations for Deputy Lord Lieutenant and Chairman Dover District Council.
- Guest List in place with attendees noted.

f) Otheri. Proposal for on Farm Anaerobic Digestion Plant –

An Environment Assessment by Dover District Council to be obtained. Screening opinion - Environmental statement not required. Other relevant documents had been acquired on-line.

Councillors agreed to visit Great Cauldham Farm and this would be arranged for Friday, 30th August at 4.30pm. The following would attend; Cllrs. Goble, Norris, Pilcher, Stone, Tutt and District Councillor Scales.

- ii. Report from Clerk received on recent meeting attended at Hawkinge Community Centre on “Meet Ann Barnes, Kent Police Commissioner”.

9. **CORRESPONDENCE**

Village Hall Management Committee – Request to use field for parking on Garage Safari day. Agreed.

Clerk’s Filing Cabinet – Thanks expressed to members of Council and Public for collecting and relocating to Post Room, the free filing cabinet obtained via Dover District Council.

Other items and emails received (*attached*)

10. CHEQUES

The following cheques and BACS payments were approved and authorised:

Proposed by Cllr. Norris and seconded by Cllr. Stone. Signed by Cllr. Goble and Clerk Mrs M Leppard:

DETAILS	INVOICE	VAT	Cheque No: or BACS	NOTES
Invoices received and Payments made				
C J Gray – Painting teen shelter	400.00	80.00	BACS	
Playsafety Limited – Annual Equipment Safety Report	86.00	17.20	BACS	
NSL Fire & Security – Repairs to CCTV DVD Unit	87.50	17.50	BACS	
Harmer and Sons Grounds Maintenance – Grass Cutting July	375.00	75.00	BACS	
Dover District Council – Manufacture and fitting history panel	187.50	37.50	BACS	
Capel Groundworks – Installation Noticeboards and Outdoor Gym Inspired Facilities sign	512.00	102.40	BACS	
Wicksteed Playscapes – Swing repairs	152.00	30.40	BACS	
NSL Fire & Security – installation of two additional cameras	665.00	133.00	BACS	
The Great Outdoor Gym Company – Equipment	47,410.00	9,482.00	BACS	<i>Pending repairs/ receipt of grant funding</i>
Evolution Skate-park Ramps – Equipment	35,608.00	7,121.60	000002	<i>Pending Repairs</i>
Viking Direct – Ink Cartridges	49.96	9.99	001446	
Mr D Reed – Litter Clearance August	72.08		001447	
Mrs M Leppard – Salary & Expenses; Red/White Barrier tape (£10.69). Keys (£16.90) & Step Ladder (£22.99) for PCSO/Clerk	280.00 +		BACS	
	50.58			
TOTAL	85,935.62	17,106.59		

DETAILS	INVOICE	VAT	Cheque No: or BACS	NOTES
Payments received and confirmed receipt into Bank A/c				
Dover District Council – Refund of Planning Application payment	97.50		BACS	<i>Received Bank A/c 01.08.2013</i>
HM Revenue & Customs – VAT Reimbursed		2,799.73	BACS	<i>Received Bank A/c 16.07.2013</i>
HM Revenue & Customs – VAT Reimbursed		16,990.21	BACS	<i>Received Bank A/c 14.08.2013</i>
TOTAL	97.50	19,789.94		

11. PLANNING

Applications Received, Considered and Reported by sub-committee

Lower Standen Pumping Station, Alkham Valley Road; – Erection of single storey building, water tank, kiosk, surge vessel, hard-standing for access, temporary site compound and access.

Resolved; Is road able to cope with heavy vehicles, noise level, landscape enhancement, mirror/car park and temporary road to be kept clear all notified to Dover District Council Planning.

Land at, 1 Old Dover Road – Erection of detached dwelling and vehicular access.

Resolved; No objection to new layout of design.

26 Victoria Road – Erection of front porch extension and rear dormer roof extension.

Resolved; Suggestion on overlooking problem to be investigated by Dover District Council Planning.

Applications Granted

Great Cauldham Farm, Cauldham Lane – Screening opinion. Environmental statement not required.

31 Old Dover Road – Erection of rear conservatory.

Areas of Concern

Letter sent to Planning Officer waiting a reply on Land at Satmar.

12. MATTERS CONCERNING THE PARISH

- No notification had been received on gas mains renewal work New Dover Road. Noted.
- Hedgerow reported at last meeting that required cutback had been carried out.
- Ragwort issue in Country had been noted by Cllr. Jones who requested an article by placed in Grapevine for assistance on removal to eliminate. This was agreed.

13. DATE OF NEXT MEETING

Tuesday, 17th September 2013 at 7.30pm. (*Apologies received from Cllr. Tutt*)

14. CO-OPTION OF CANDIDATES

No ballot required (two vacancies and two candidates). Following discussions it was agreed to co-opt both candidates received - Gemma Titman and Viv Hale. Clerk to write and confirm with Pecuniary Interest forms to be made available and completed by next meeting.