

DUE TO COVID-19 - NO MEETING HELD.
MINUTES OF DECISIONS MADE, UNDER DELEGATED POWERS TO
CLLR: LAKE (CHAIRMAN), CLLR: PILCHER (VICE-CHAIRMAN) and CLERK

26TH OCTOBER 2020,

PRESENT: Not Applicable

1. **APOLOGIES:** Not Applicable

2. **PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES**

Public addressing the members, should be on this item on agenda only and not during other discussions during the meeting. Items raised are discussed by Councillors under related entries on Agenda.

Concerns relating to issues of HGVs on the B2011.

Communications with Highways England, A One + Contractors and Kent Highways, on the A20 closures for works to Roundhill Tunnels, overnight. *Action/Resolution: More signage requested to stop drivers from using the B2011 and use the agreed diversion of Churchill Avenue, up A260 Canterbury Road to re-join the A20 at Spitfire Roundabout. Response has shown some slight progress. Thank you to all residents that have assisted in this campaign by emailing the agencies.*

Cutting back of hedge top of Capel Street.

Request received to cut back hedge top of Capel Street.

Action/Resolution: Quotations being sought to specification of - Reduce to 5ft high by 5ft deep and at least 1ft from pavement.

Phone box, New Dover Road

Broken handset reported

Action/Resolution: Reported to BT for repair.

3. **MINUTES OF THE MEETINGS**

a) The Minutes of the Meeting held on 18th August 2020 pending approval at next meeting.

b) Minutes of Decisions made up to 20th October 2020 pending approval at next meeting.

4. **DECLARATION OF PERSONAL INTERESTS:** Not Applicable

5. **MATTERS ARISING FROM MINUTES OF LAST MEETING**

a) **Traffic Management**

Highway Improvement Plan

Response received from Kent Highways on Parish Council Highway Improvement Plan with exact costings for future planning and progression of a programme of works.

Action/Resolution: Councillors requested traffic surveys be carried out as suggested to assess issues.

Dover Hill traffic improvement works

Action/Resolution: Waiting Kent Highways programme of works to be undertaken.

b) **School Project Donation**

First Aid training for children at Primary School, agreed to be funded by Council.

Action/Resolution: Clerk still waiting to pursue further with School.

c) **Capel Street Rubbish**

Action/Resolution: Waiting Dover District Council to action and report back.

d) **Old Dover Road, Excavation**

Action/Resolution: Waiting Dover District Council to action and report back.

c) **Access to Playing Field**

Action/Resolution: Waiting Dover District Council as Landlord to action and report back.

d) **Land South of Old Dover Road**

Action/Resolution: Still waiting Land Registry update on new owner.

Signed

Chairman

Date

6. **PLANNING.**

a) **Hockley Sole, Hockley Lane**

20/00482, Change of use and extension of existing garden building to provide a holiday let/ancillary accommodation. *Action/Resolution: Waiting Dover District Council decision.*

b) **4 Sea View Close Capel Le Ferne CT18 7JW**

20/01053, Erection of a front porch extension.
Action/Resolution: Waiting Parish Council decision.

c) **153 Old Dover Road Capel Le Ferne CT18 7HX**

20/00380, Certificate of Lawfulness (proposed) for replacement window with patio doors and steps to front elevation.

d) **(HLAA/LALP) - Dover District Council Land Allocation Local Plan Consultation**

Action/Resolution: Still waiting date for consultation.

Other

Grasslands

Action/Resolution: Still waiting for further information from Dover District Council on use of Public Open Space and Bridleway access.

7. **DELEGATES' REPORTS**

a) **Neighbourhood Watch**

September monthly update from PCSO circulated to members for information.
Joint Police Community Support Officer and Community Warden walkabouts continue.
Vehicle on Old Dover Road, Tax re-checked.

b) **Play equipment**

Junior swings, replacement of shackles and bushes, including adjustment to zip-wire seat carried out.
Action/Resolution: Zip-wire not repaired satisfactorily, waiting Wicksteed response.
Extensive refurbishment to Skate-Park ramps to be implemented by contractor to edgings and a general upgrade. *Action/Resolution: Still waiting refurbishment when weather allows.*

c) **Highways**

Trees planted by Kent Highways on New Dover Road received positive comments from residents.
Action/Resolution: Parish Council waiting confirmation from Kent Highways on maintenance responsibility.

d) **Public Rights of Way** - Nothing further to report

e) **Speed Watch**

Decision made to put sessions on hold due to increase in Covid-19 Regulations and Cases being reported.

f) **Capel Cares**

Volunteers have continued to work tirelessly throughout the pandemic. The majority of tasks used to entail lifts to medical appointments. These have reduced considerably since March but our shopping trips, collecting medicines and checking on vulnerable people in the village have increased. Thank you to all the volunteers who have put themselves at risk to carry out these valued and necessary tasks.

g) **Grapevine Newsletter**

Door to door delivery continues.

h) **Village Hall Management Committee** – No Report

i) **Training/workshops/seminars**

Clerk attended virtual workshops on:
Effective Communications and Engagement in a Lockdown World and
National Data Protection Webinar.

Other online seminars available:

How to recognise and assist disabilities in community.
Finance Conference.

Health and Well Being.

Plus, Kent Association Local Council courses.

j) **District Councillor James Rose** - No Report

County Councillor Geoff Lymer – No Report

k) **Other** – Nothing further to report

Signed Chairman

Date

8. **CORRESPONDENCE**

Other items received: - List of email items etc., received, **attached** and/or previously forwarded

9. **CHEQUES and BACS PAYMENTS**

The **attached** cheques and BACS payments were approved and authorised by Cllrs: Lake and Pilcher under Delegated Powers dated 17th March 2020 and 18th August 2020.

INCOME/EXPENSE 25.09.2020 to 26.10.2020

10. **MATTERS CONCERNING THE PARISH**

- a) **Councillors' comments** – Addressed previously in these minutes
- b) **Approve resolution to discuss any confidential issues** – None

11. **DATE OF NEXT MEETING**

Due to the COVID-19 Government Regulations currently in place, Councillors voted 5 to 4 in favour of meetings being cancelled until further notice.
















The Parish Council are continuing to operate by discussing and making decisions remotely, under Delegated Powers given to Chairman, Vice-Chairman and Clerk.

It has been recommended by the National Association of Local Councils (NALC), that we revert to delegated powers decisions and/or consider the use of Zoom online meetings, or something similar, until Covid-19 regulations are relaxed.

The next Parish Council meeting venue and dates, will be arranged and notified when known.

Signed Chairman
Date

Agenda Item 8

National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	23/10/20 14:02
National Association of Local Councils	 REBUILDING COMMUNITIES	22/10/20 10:00
National Association of Local Councils	 REBUILDING COMMUNITIES	21/10/20 10:00
National Association of Local Councils	 REBUILDING COMMUNITIES	20/10/20 10:01
National Association of Local Councils	 REBUILDING COMMUNITIES	19/10/20 10:01
Kent & Medway Growth Hub	Covid 19 Recovery Support Update	15/10/20 17:15
National Association of Local Councils	 REBUILDING COMMUNITIES	15/10/20 10:01
National Association of Local Councils	 REBUILDING COMMUNITIES	14/10/20 09:30
alert@neighbourhoodalert.co.uk	Get Safe Online Back To Basics 13/10/2020 18:43:17 [343881]	13/10/20 18:43
Terry Martin	COVID 19 Community Champions Programme	12/10/20 11:59
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	09/10/20 13:15
alert@neighbourhoodalert.co.uk	Fantastic Home Security Offer from Our Partner Era 07/10/2020 17:49:16 [342805]	07/10/20 17:49
Robert Dimambro	Touch-free Floor Standing Dispenser Offer	06/10/20 11:24
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	02/10/20 16:30
Roger.Court@kent.gov.uk	Parish bus service report for September 2020	02/10/20 15:54
Hayes, Lisa	Weekly Programmed Works update SMP M20 w/c 05-10	02/10/20 15:15
Terry Martin	MHCLG / NALC Right to Contest Snapshot Online Survey - Deadline 9 October	02/10/20 14:59
National Association of Local Councils	 REBUILDING COMMUNITIES	01/10/20 09:30
Robert Dimambro	PPE/Sanitiser Dispensers - Low Prices **Next Day Delivery**	30/09/20 17:17
Planning.Policy@folkestone-hythe.gov.uk	Adoption of the Places and Policies Local Plan	30/09/20 16:33
Dan Beecher	Introduction - Cloudy IT	30/09/20 14:40
Debbie Pettman	DDC Housing Tenants newsletter	30/09/20 10:48
Helen Griffiths, Fields in Trust	Latest news from Fields in Trust: "People need parks"	29/09/20 17:36
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	25/09/20 15:30
Terry Martin	KALC CEO Bulletin - October 2020	19/10/20 09:41
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	16/10/20 16:01
Terry Martin	Notice & papers for the KALC AGM 28 November 2020	15/10/20 16:21
Road Safety Week	Teaching resources now live for Road Safety Week 2020	15/10/20 11:43
Terry Martin	Daily update from GOV.UK	14/10/20 11:36
National Association of Local Councils	 REBUILDING COMMUNITIES	13/10/20 09:29
Terry Martin	FREE - KALC/KCC/ KENT AND MEDWAY ENVIRONMENT BOARD - NET ZERO ENVIRONMENT EVENT	09/10/20 15:28
Terry Martin	Urgent: Local Electricity Bill – Parliamentary Debate next Wednesday	09/10/20 12:50
Laura Dyer	KALC NEWS - SEPTEMBER 2020	05/10/20 11:20
CAPEL-LE-FERNE PARISH COUNCIL	Fwd: Local Government Bulletin 24 September 2020	25/09/20 19:13
National Association of Local Councils	 REBUILDING COMMUNITIES	25/08/20 10:00
National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	21/08/20 09:30
Douglas Johnson	Allington IWMF - extension of consultation period	20/08/20 10:17
Terry Martin	KALC CEO Bulletin - August 2020	19/08/20 10:33

Signed Chairman
Date

INCOME/EXPENSE
25.09.2020 to 26.10.2020 - To be confirmed and agreed

Date	To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS		Cheque, BACS, DD, SO	BANK A/Cs	Statement No:	Reconciliation
	Brought Forward					50,552.62					
28.09.20	Harmer & Sons	Grass Cutting September	502.50	100.50	603.00		R	BACS			
30.09.20	Nat West	Interest	0.36			0.36	R	INT			
30.09.20	Dover District Council	Playing Field Rent	112.50		112.50		R	SO			
01.10.20	HMRC	VAT 2019-2020 Reimbursed	3,179.44			3,179.44	R	BACS			
01.10.20	Kent Cables	Monthly SIM	42.00		42.00		R	DD			
19.10.20	Streetz 2 Streetz & Relf	Adverts	38.00			38.00	R	SO			
19.10.20	Various	Adverts	982.00			982.00	R	BACS			
22.10.20	B Young	Skate Park maintenance	65.00	13.00	78.00		R	BACS			
22.10.20	B Young	Petanque Court maintenance	115.00	23.00	138.00		R	BACS			
26.10.20	Staff	Salaries	513.48		513.48			BACS	Cash/Chq in Hand		1.56
26.10.20	Staff	Salaries Back dated April 2020 2.75% increase	77.58		77.58			BACS	Reserve A/c	260	38,912.99
26.10.20	Staff	Expenses: Broadband & Energy October	18.00		18.00			BACS	Current	957	4,135.94
26.10.20	Staff	Expenses: Land Registry check £6.00. Less £5.94 overpayment last month as there was no delivery charge on paint.	0.06		0.06			BACS	Project	24	10,728.43
											53,778.92
					1,482.62	54,752.42			Less Un-Reconciled		609.12
						53,169.80					53,169.80

<i>Project</i>	<i>10,728.43</i>
<i>Other</i>	<i>42,441.37</i>
TOTAL	53,169.80

Signed Chairman
Date