

MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 17th SEPTEMBER 2024

PRESENT: Cllrs; Harris, Lake, Leppard, Norris, K Pilcher, S Pilcher and Seager and together with County Councillor David Beaney and 1 member of public.

1. APOLOGIES

Apologies received from Cllrs; Alfsdotter and Young, Community Warden Jan Henry and District Councillor Martin Hibbert.

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

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

- Public Right of Way (PRoW) ER252 Bridleway. Resident of George Close brought to attention of those present, the use of the PRoW diversion and other information. This part of land, owned by the residents' management committee. Discussion ensued on various aspects including ownership, Kent County Council (KCC) PRoW procedures and rules, including Section 31 of the Highways Act 1980.

Action/Resolution: County Ward Councillor Beaney offered to make further enquiries and take this up further with Kent County Council Public Rights of Way Officers. Parish Councillors can then discuss further, when all correct information is available and the present situation has been provided by KCC PRoW.

3. MINUTES OF THE MEETINGS

The Minutes of the Meeting held on 20th August 2024, were approved and signed as a correct record by the Chairperson, Cllr P Seager, proposed by Cllr. Lake, seconded by Cllr. Harris and agreed by all present.

4. DECLARATION OF PERSONAL INTERESTS: None.

Retrospective declaration received from Cllr: S Pilcher, by email, after the meeting, for item 2 and recorded accordingly.

5. MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA

- a) Flooding – Capel Street/Lancaster Avenue. *Action/Resolution: Section 19 report – Meetings have been arranged with Residents and Kent County Council, to discuss a draft report.*
- b) Trees on B2011 – Growth of the trees at ground level, base of trees, causing sight obstruction of highway when egressing Victoria Road onto New Dover Road. *Action/Resolution: Kent Highways checked and reported no problem. Councillors to examine when at location.*
- c) Clifftop Bench and Land – *Action/Resolution: Cllr. Lake removed broken parts and will investigate a simple set of wooden slats to replace. Clerk reported Land ownership still being sorted by Solicitors.*
- d) Other
 - Update report on Caravan Trailer parked on Old Dover Road, received from Kent Police Community Safety Officer, that occupants were homeless and the authorities and in the process of finding them alternative accommodation. This will continue to be monitored.
 - Land opposite 43-47 Old Dover Road – information on clearance work investigated and meeting informed of Article 4 Directions that apply to all land on Clifftop.

Signed Chairperson
15th October 2024

6. PLANNING

a) Applications:

- 22/00143. Land adjoining Cilcain Winehouse Lane Capel Le Ferne CT18 7HU. Erection of a detached dwelling, new vehicular access and associated parking. *Action/Resolution: Waiting (DDC) decision.*
- 24/00257. Land East of Great Cauldham Farm SAP44 (CAP006). Outline planning application for the erection of up to 90 dwellings with associated parking and infrastructure following demolition of existing dwelling; with all matters reserved except access. *Action/Resolution: Waiting (DDC) decision.*
- 24/00263. 32 Old Dover Road Capel Le Ferne CT18 7HN. Erection of a glamping pod with associated parking. *Action/Resolution: Waiting (DDC) decision.*
- 24/00494. 28 Cauldham Close Capel Le Ferne CT18 7HH. Erection of a two-storey side extension (existing to be demolished) and conversion of garage to ancillary accommodation. *Action/Resolution: Granted full Planning Permission.*
- 24/00582 28 Cauldham Lane Capel Le Ferne Folkestone Kent CT18 7HG. Erection of rear single storey extension. *Action/Resolution: Waiting (DDC) decision.*

b) 24/00797. Land Opposite 32 To 38 Cauldham Lane Capel Le Ferne CT18 7HG.

Reserved Matters application for details of landscaping, layout, scale, and appearance and discharge of conditions 1, 5, 6, 7, 8, 13, 14, 16, 20, 21, 23, 26, 27 and 29 pursuant to outline permission 23/00401 (Outline application for the erection of up to 16 dwellings (with all matters reserved except access))
Action/Resolution: Waiting (DDC) decision.

24/00920. Land South of Cauldham Lane Capel-Le-Ferne CT18 7HG

Variation of condition 4 (approved plans) of planning permission 23/00401 (Outline application for the erection of up to 16 dwellings (with all matters reserved except access)) to replace approved document 19064-H-03 P1 - Proposed Offsite Works, with 19064-H-04 P1 - Offsite Works.

Action/Resolution: Parish Council response agreed by members.

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

Action/Resolution: Still waiting Government Inspectorate status.

7. DELEGATES' REPORTS

a) Neighbourhood Watch - No reports received.

b) CCTV

Signage on Field – not deemed necessary.

c) Play equipment

- Rebound Ball Fencing – Ways to lessen noise, when ball hits units.
Action/Resolution: Enquiries made to Contractors, by Cllr. Harris. Tightening bolts, different bolts to be tried first then, extra uprights to be considered.
- Planting a memorial tree – Information received on type, size and location.
Action/Resolution: Still waiting ratification by Dover District Council.
- Trees heights on boundaries – enquiries to be made on cost of a tree survey.
- Additional trees on Lancaster Avenue to be addressed at next meeting.
- Wet-pour surface condition to be re-addressed again.
- Gang-mowing grass incident reported at busy times – addressed with contractor.

d) Highways and Traffic Management

Faults etc, as reported, logged with Kent Highways for attention:

Highway Improvement Plan (HIP)

- Vehicle Activated Signs (VAS) on B2011
Action/Resolution: Costings to be requested from Kent Highways, for consideration.
- Roundhill Tunnel closures - lack of signage M20/A20 for diversions. *Action/Resolution: A meeting with National Highways to be pursued.*
- Tactile paving on drop kerbs
Action/Resolution: Repairs programmed for 7th October. Possible multi-way signals will be in place. Enquiries to be made on Beatrice Road tactile paving on drop kerbs not a private driveway.

e) **Public Rights of Way**

Removed and broken finger posts and signage New Dover Road to Beatrice and Old Dover Road to Albany Road. *Action/Resolution: Reported to Kent County Council Public Rights of Way for replacement and/or repairs.*

f) **Speed Watch**

Cllr. S Pilcher reported 13 sessions held since last meeting. 234 Vehicles reported speeding. Enquiries made on a group meeting.

Team continues to carry out sessions when possible.

All results of sessions are available on Parish Council Website LINK: capellefernepc.org.uk

g) **Events**

Invitations and arrangements to be made for Remembrance Day on Monday, 11th November 2024.

h) **Capel Cares**

40 plus members booked for a Fish and Chip Lunch organised in Village Hall.

i) **Grapevine Newsletter and social media**

Nothing reported.

j) **Village Hall Management Committee (VHMC)**

New 24-hour CCTV signage fitted outside Village Hall.

k) **Training/workshops/seminars**

➤ Details, received and circulated to Councillors.

➤ Cllr. Harris had attended an online workshop on “Mastering Planning Applications” and updated members present, including Section 106 considerations.

l) **County Councillor David Beaney:** Previously circulated. Some funding still remaining.

Action/Resolution: Clerk to enquire if retrospective cost would be considered.

District Councillor Cllr. Hibbert: Previously circulated.

8. **CORRESPONDENCE**

- Accounts 2023/2024 – Audit now concluded, by Local Councils appointed Auditors, under the Smaller Authorities Audit Appointments Limited (SAAA). Copies of return on Parish Council website.
- Other items received and List of email items received were circulated (attached).

9. **CHEQUES/BACS PAYMENTS**

a) **Cheques and BACS payments** were approved and authorised (*attached*).

Proposed by Cllr: K Pilcher, seconded by Cllr: S Pilcher and agreed by all present.

Signed by the Chairperson Cllr. Seager, having been confirmed by Clerk/Responsible Finance Officer.

10. **MATTERS CONCERNING THE PARISH**

a) **Councillors’ comments**

Remembrance Day event and invitations

b) **Approve resolution to discuss any confidential issues on agenda item 12** – None.

11. **DATE OF NEXT MEETING**

➤ Surgery on Tuesday, 1st October 2024 at Farmers’ Market.

➤ Next Parish Councillors’ meeting will be Tuesday, 15th October 2024, at 7.30pm, in the Village Hall, (small hall), Lancaster Avenue, Capel-le-Ferne, CT18 7LX.
(*Apologies received from Cllrs. Lake and Seager*).

12. **CONFIDENTIAL ITEMS** - None.



The meeting closed at 9.15pm.

== END ==

Signed Chairperson
15th October 2024

Associated Documents for Tuesday, 17 September 2024**Emails, Brochures, magazines, etc., correspondence item - AGENDA item 8**










List of email items received attached and/or previously forwarded. Due to a vast number of emails received and to save paper, if Councillors require any of them, please contact Clerk and relevant emails will be forwarded on.

North Falls Offshore Wind Farm	North Falls Offshore Wind Farm: Register to beco...	11/09/2024 16:15
My Community Voice Kent	Thank you for your help last year. Your results for ...	10/09/2024 17:04
Laura Dyer	KALC MOTIONS FOR KALC AGM - DEADLINE 7TH ...	10/09/2024 15:43
National Association of Local ...	 NALC WEBSITE - We're excited to announce o...	10/09/2024 14:00
My Community Voice Kent	Volunteer support (urgently) required - Kent [#30...	09/09/2024 12:01
My Community Voice Kent	Book your Fraud Protect Presentation [#306667...	09/09/2024 08:03
National Association of Local ...	★ STAR COUNCIL AWARDS 2024 - Final day to s...	06/09/2024 10:00
National Association of Local ...	 NALC WEBSITE - We're thrilled to announce our ...	03/09/2024 14:00
National Association of Local ...	★ STAR COUNCIL AWARDS 2024 - One week left t...	02/09/2024 14:00
National Association of Local ...	★ STAR COUNCIL AWARDS 2024 - Celebrating cli...	30/08/2024 10:00
My Community Voice Kent	Volunteer support (urgently) required [#30348071...	29/08/2024 15:02
My Community Voice Kent	Kent Police at Dover Pride [#301823749] - Kent Po...	24/08/2024 13:27
National Association of Local ...	★ STAR COUNCIL AWARDS 2024 - Celebrating the ...	23/08/2024 10:03

FORWARDED

Unattended Speed-watch Cameras - FORWARDIN...	12/09/2024 11:21
Fwd:  CHIEF EXECUTIVE'S BULLETIN - FORWA...	12/09/2024 11:18
Fwd: Fwd: Plot of Land cleared in Old Dover Road,...	11/09/2024 10:33
Fwd:  NALC NEWSLETTER - FORWARDING FO...	11/09/2024 10:06
Fwd: KALC Weekly Bulletin for the Week Ended 1...	10/09/2024 14:24
Fwd:  NALC EVENTS - FORWARDING FOR INFO...	10/09/2024 13:39
Fwd: Kent Rail Summit - FORWARDING FOR INFO...	09/09/2024 12:12

Signed Chairperson
15th October 2024

Fwd: RE: CALL-788423-G Street pole damage/ro...	08/09/2024 08:39
Fwd: RE: Speed Indicator Devices – FORWARDING ...	08/09/2024 08:35
Fwd: RE: EXTERNAL – Fwd: Thank you for your re...	06/09/2024 15:37
Fwd: FW: Weekly Bulletin for Week Ended 6 Septe...	05/09/2024 19:16
Fwd:  CHIEF EXECUTIVE'S BULLETIN – FORWA...	05/09/2024 10:18
Fwd: KALC Weekly Training Bulletin – please forwa...	04/09/2024 10:55
Fwd:  NALC NEWSLETTER – FORWARDING FO...	04/09/2024 10:17
Fwd: Members Weekly News – FORWARDING FOR...	04/09/2024 07:25
Fwd: FW: Kent County Council – Temporary Road ...	04/09/2024 07:23
Fwd:  NALC EVENTS – FORWARDING FOR INFO...	03/09/2024 13:20
Fwd: KALC News – September – FORWARDING FO...	02/09/2024 12:47
Fwd: Re: Re: Maintenance request – FORWARDIN...	31/08/2024 13:36
Fwd:  CHIEF EXECUTIVE'S BULLETIN – FORWA...	29/08/2024 11:18
Fwd:  NALC NEWSLETTER – FORWARDING FO...	28/08/2024 10:10
Fwd: KALC Weekly Training Bulletin – please forwa...	28/08/2024 10:09
Fwd: New KALC Event – Play Park Inspection Train...	28/08/2024 09:53
Fwd: Safety Alert: Stanley Blades Hidden Under Stic...	27/08/2024 14:41
Fwd:  NALC WEBSITE – FORWARDING FOR INFO...	27/08/2024 14:34
Fwd:  NALC EVENTS – FORWARDING FOR INFOR...	27/08/2024 10:59
Fwd:  CHIEF EXECUTIVE'S BULLETIN – FORWARDI...	22/08/2024 10:21
Fwd: KALC Weekly Training Bulletin – please forward...	21/08/2024 16:04
Fwd: Planning slides from Today's Briefing – The atta...	21/08/2024 15:21
Fwd:  NALC NEWSLETTER – FORWARDING FOR I...	21/08/2024 12:39

Other items received

1. Royal British Legion Cross and Donation request
2. North Falls Offshore Wind Farm – Notice of acceptance of application Government Inspectorate
3. Hawkinge Community Magazine
4. Clerks and Councils Direct Magazine
5. Viking Direct brochure

Signed Chairperson
15th October 2024

INCOME/EXPENSE 17.09.24. 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	Reconciled
	Brought Forward					55,123.92					
23.08.24	Young Grounds Maintenance	Cut back boundary vegetation	65.00	13.00	78.00		R	BACS			
27.08.24	Harmer and Sons	Grass Cutting August	668.75	133.75	802.50		R	BACS			
27.08.24	SafePlay	Repairs to Zip-wire	749.50	149.90	899.40		R	BACS			
28.08.24	Staff Expenses	Broadband & Energy August	25.00		25.00		R	SO			
30.08.24	Nat West	Liquid Manager A/c Interest August	78.95			78.95	R	INT			
30.08.24	Nat West	Reserve A/c Interest August	25.78			25.78	R	INT			
30.08.24	Relf	Advert	15.00			15.00	R	BACS			
02.09.24	Kent Cables	Monthly SIM	20.00	4.00	24.00		R	DD		In Hand	5.06
02.09.24	Kent Cables	Monthly Contract	37.50	7.50	45.00		R	BACS		Current A/c	1,614.23
17.09.24	Village Hall Management	Hire of Hall (Flooding meetings)	32.00		32.00			BACS		Reserve A/c	21,655.73
17.09.24	Staff	Expenses – Land Registry Checks	30.00		30.00			BACS		Liquidy Manager A/c	30,094.73
17.09.24	Staff	Salaries September	615.48		615.48			BACS			53,369.75
				308.15	2,551.38	55,243.65				Less Un-Reconciled	677.48
						52,692.27					52,692.27

Signed Chairperson
15th October 2024