

DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL
HELD ON 15th OCTOBER 2024

PRESENT: Cllrs; Harris, Leppard, Norris, K Pilcher, S Pilcher and Young, together with KCC Community Warden Jan Henry.

1. APOLOGIES

Apologies received from Cllrs; Alfsdotter, Lake, Seager, District Councillor Martin Hibbert and County Councillor David Beney.

2. DECLARATION OF PERSONAL INTERESTS:

Received from Cllr: S Pilcher for item 7e and recorded accordingly.

3. 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.

- Hedge opposite Battle of Britain Memorial still not cut back.
- Items from Surgery; *Action/Resolution: Reported to Kent Highways. Cauldham Close/Lane drains blocked. Hedge blocking footpath in Cauldham Close.*

4. MINUTES OF THE MEETINGS

The Minutes of the Meeting held on 17th September 2024, were amended as follows:

Item 2 (part of) PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES

Public Right of Way (PRoW) ER252 Bridleway. This part of land, imminently to be owned by the residents' management committee.

The Minutes of the Meeting held on 17th September 2024 were then approved, with amendment, and signed as a correct record by the Vice-Chairperson, Cllr K Pilcher, proposed by Cllr. Norris, seconded by Cllr. Harris and agreed by all present.

5. MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA

a) Flooding – Capel Street/Lancaster Avenue – S19 Report. Dialogue held at working party meetings with Residents and Kent County Council (KCC) Flood Risk. A meeting with Residents to bring up to date was held first, then with KCC. Both meetings were very positive.
Action/Resolution: 11 Points raised and waiting reply. 2 Drains causing problems in location. KCC will be checking every gully on a rolling programme. S19 Report was well written, some comments changed, focus will be maintenance on gullies that appear struggling. Residents will be urged to report any faults and a write-up to this effect, to be in next Grapevine Newsletter. Thanks were expressed to Cllr Norris for officiating meetings and his work involved.

- i. 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: Councillors to monitor location.*
- ii. Clifftop Bench and Land – *Action/Resolution: Clerk reported still no notification on Land ownership from Solicitors.*
- iii. Other
 - Update report on Caravan Trailer parked on Old Dover Road. *Action/Resolution: Continues to be monitored by Kent Police.*

Signed Chairperson
19th November 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.*
- 24/00582 28 Cauldham Lane Capel Le Ferne Folkestone Kent CT18 7HG. Erection of rear single storey extension. *Action/Resolution: Waiting (DDC) decision.*
- 24/00984, Sunnyside 11 Albany Road Capel Le Ferne CT18 7JT. Erection of a dwelling, new vehicular access and parking (self-build) (existing garage to be demolished). *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: Waiting (DDC) decision.

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

Action/Resolution:

- Government Planning Inspectors' Final Report into the draft Dover District Local Plan to 2040. *The report is officially concluded into the Examination of the draft Local Plan. The Plan has been found legally compliant and sound (subject to main modifications).*
- Dover District Councillors voted to formally adopt the Dover District Local Plan during a full council meeting.
- Hard copies of the Final Report and the Main Modifications Appendix are available from Dover District Council – Parish Councillors requested applying for a copy.
- Survey request by Government Planning Inspectors – Parish Councillors had no comments.

7. **DELEGATES' REPORTS**

a) **Neighbourhood Watch** - Report from Community Warden - no new issues, just matters ongoing.

b) **CCTV** – Nothing to report.

c) **Play equipment**

- Rebound Ball Fencing – Quote received to install 6 x further upright posts to try and lessen the noise of the ball rebound fencing. Proposed by Cllr. Young, seconded by Cllr. Harries and agreed by all. *Action/Resolution: Grant from County Councillor hopefully forthcoming to cover cost.*
- Planting a memorial tree - *Action/Resolution: Still waiting ratification by Dover District Council.*
- Trees heights on boundaries – Quote received to survey trees on Field boundary. Proposed by Cllr. Norris, seconded by Cllr. Harris and agreed by all. *Action/Resolution: quote agreed to have a professional tree survey, to determine requirements.*
- Wet-pour surface - Condition of wet-pour surface still being addressed. *Action/Resolution: Request for a site visit to be arranged to inspect cracks appearing in surface.*

Signed Chairperson
19th November 2024

d) Highways and Traffic Management - Faults as reported, logged for Kent Highways attention:
Highway Improvement Plan (HIP)

- Vehicle Activated Signs (VAS) on B2011 - *Action/Resolution: Reinstatement of speed activated signs on B2011, underway by Kent Highways on installation costings.*
- Roundhill Tunnel closures - lack of signage M20/A20 for diversions. *Action/Resolution On-site meeting with National Highway Officer and other parties, regarding lack of signage on M20/A20 for traffic diversions and vehicles using B2011, will continue being chased.*
- Tactile paving on drop kerbs
Action/Resolution: Lancaster Avenue now completed. Beatrice Road tactile paving on drop kerbs (not a private driveway), waiting Kent Highways Design Team to respond.

e) Public Rights of Way

ER252 (Green Lane Bridleway) - Response received from PRoW Officer. This answered points raised by Councillors and have been noted. *Action/Resolution: A resolution was agreed, for the Parish Council to remain impartial. All parties involved, advised to now gather information for presentation to the KCC Officer, requesting further investigation with the two Landowners involved. Councillors wished luck to all parties interested, with a note to keep them updated.*

ER252 New Dover Road to Beatrice Road - *Action/Resolution: Removed finger posts, now at an angle, still waiting permanent fixing into ground.*

Old Dover Road to Albany Road - *still waiting repairs to post flags.*

f) Speed Watch

- Cllr. S Pilcher reported: Team continues to carry out sessions when possible. With colder/wet weather now evident, sessions are limited, with one-hour sessions at a time being held.
- 4 Sessions held since last meeting.
- Out of 101 vehicles passing, 12 offences in Capel Street.
- 3 Sessions on New Dover Road, one vehicle at 68mph.
- All speeding vehicles reported to Kent Police.
- Thanks, expressed to recent Police attendance on B2011.

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

g) Events

Remembrance Day on Monday, 11th November

Action/Resolution: Invitations sent out and wreaths ordered. Lay Preacher, Keith Hughes and Baptist Minister, Pam Barr, to officiate at event.

Christmas Tree Light-up

Tree delivery expected first week in December. Working Party formed to make further arrangements. Event date to be confirmed.

Cllr. Harris to arrange tree installation and lighting.

Cllr. Pilcher to hold meeting with Village Hall Committee to arrange event programme.

h) Capel Cares - No report.

i) Grapevine Newsletter and social media

Changes to poster, for advertising meetings, agreed. *Action/Resolution: To include time deadline and subject, for addressing Councillors.*

j) Village Hall Management Committee (VHMC)

Farmers' Market on 22nd October, to include the Dover District Council Roots van, to assist community on Pension Credit.

k) Training/workshops/seminars

- Details of forthcoming events, received and circulated to Councillors.
- Cllr. S Pilcher attended the "Nuts and Bolts of Councils" event, which was reported as interesting and will be attending a training event on Planning.
- Credit for a non-attendance, received from organiser.

l) District Councillor Martin Hibbert: Report previously circulated. (*Attached*)

8. CORRESPONDENCE

- KALC "Support in the future" Survey. All items mentioned agreed.
- Other items received and List of email items received were circulated, (*Attached*).

Signed Chairperson
19th November 2024

9. CHEQUES/BACS PAYMENTS

- a) Cheques and BACS payments were approved and authorised (*Attached*).
 Proposed by Cllr: Norris, seconded by Cllr: Young and agreed by all present.
 Signed by the Vice-Chairperson Cllr. K Pilcher, having been confirmed by Clerk/Responsible Finance Officer.

10. MATTERS CONCERNING THE PARISH

- a) Councillors’ comments
 - Councillors “Wish-List” for next financial year.
 - Village white-planters on B2011 and Old Dover Road – re-painting to be investigated.
 - Item for Grapevine Newsletter on reporting drains and flooding issues.
- b) Approve resolution to discuss any confidential issues on agenda item 12 – None.

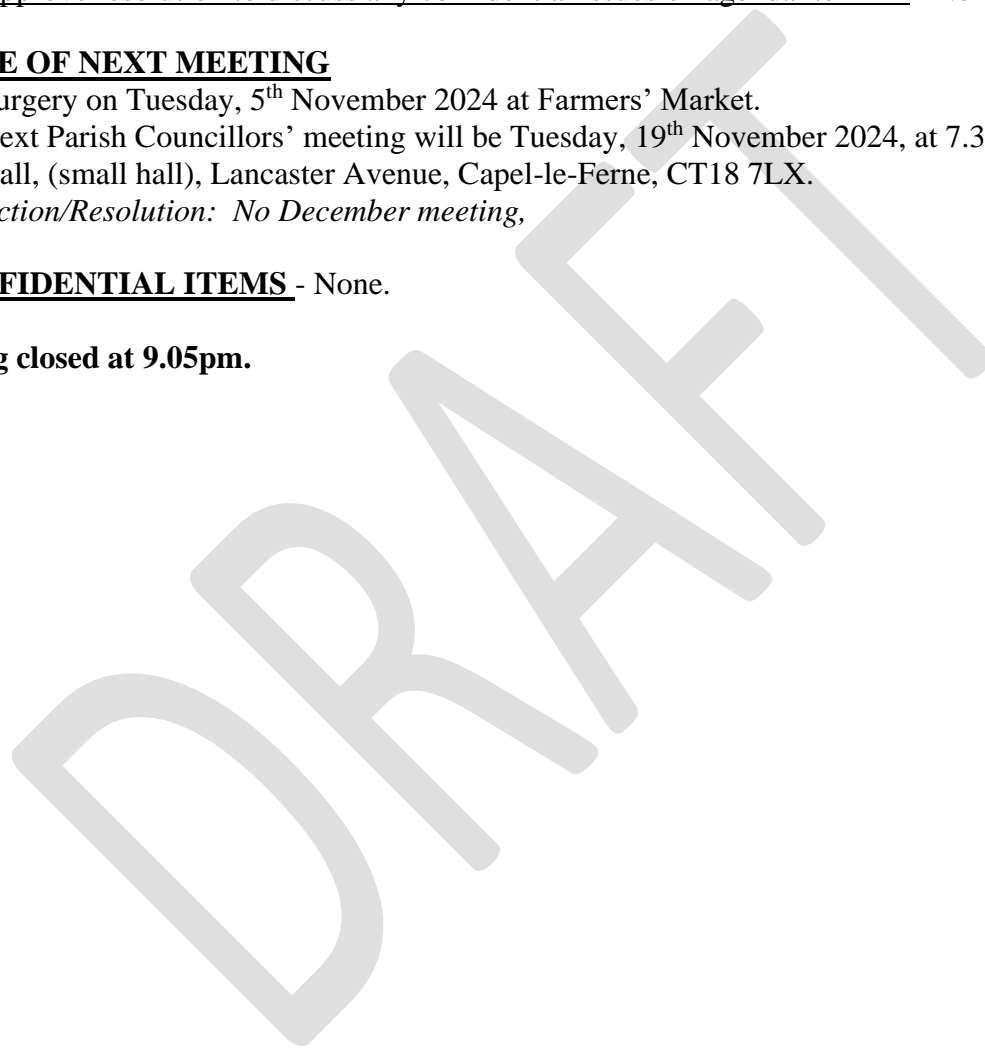
11. DATE OF NEXT MEETING

- Surgery on Tuesday, 5th November 2024 at Farmers’ Market.
- Next Parish Councillors’ meeting will be Tuesday, 19th November 2024, at 7.30pm, in the Village Hall, (small hall), Lancaster Avenue, Capel-le-Ferne, CT18 7LX.
Action/Resolution: No December meeting,

12. CONFIDENTIAL ITEMS - None.

The meeting closed at 9.05pm.

== END ==



Associated Documents for Tuesday, 15th October 2024

Ward Councillor Summary Report October 2024

MP Contact -Mike Tapp

I have at last received a response to my emails regarding Capel still suffering from HGVs using it as a diversionary route when TAP is in place. I have quoted part of the response below. Mike Tapp asked me to provide him with my phone number so that he could call me to talk further, specifically on Thursday 10th Oct,24. So far, I have had no response back as date of this report. I will continue to chase for answers and any action details linked to his reference that there have been three Government ministers visiting Dover and lots of work being done at that level. Be assured when we get answers, I will be working in conjunction with colleagues to develop a stratagem to tackle these ongoing challenges.

Quote:

'I am aware of Cllr Hibberts concerns regarding the traffic issues, and this issue is a top priority. We have had three Government ministers visit Dover in just 10 weeks and there is lots of work being done at Government level. As we know the previous administration had 7 years to plan for EES and we have just a few months, I cannot provide a running commentary on developments but I assure you it is a top priority.

Mr Hibbert, if you provide a phone number, I can call you on Thursday to talk more if that suits.'

Unquote.

TAP

Linked to the above, Capel PC emailed Mike Tapp in August specifically outlining their concerns relating to the published KMRF Summer Traffic Management Measures. A holding email response was received with assurances that the matter was being investigated in detail and exploring how he can mitigate more effectively. So far, no further progress updates have been received.

Also, Toby Howe outlined KMRF understanding of the local signage issues and their intention to resolve with the appropriation of any suitable funding. Unfortunately, a promised site visit to Roundhill to meet with Capel PC has not yet been realised to enable further discussions to take place.

EES (European Entry and Exit System)

Latest news is that there will be another delay to the scheduled November implementation date and now is on indeterminate hold until next year. There are still local concerns regarding the readiness of the IT equipment ability to process cars and coaches. PAF manning has also raised concerns regarding their ability to provide the necessary required resources.

District Councillors were invited to attend a briefing and presentation on their role in Contingency Planning during a period of Emergency. The Port and Highways are classed as high risk. All associated briefing notes and presentation have been shared out to ward PCs and councillors to allow them to see how their own PC emergency resilient plans (non- mandatory) fit in.

Dover Fast Track

Well published on the DDC website. I believe the associated footways will be opened shortly. However, the roadways will be barriered off until the bus service becomes operational, mid-November. Electric buses will not be introduced until 2025. Work on the bus contraflow in Pencester Rd will start on the 17th of October, and associated town roadworks.

Improvements -M2, A2, M20, A20 and Whitfield/Duke of York Roundabouts

As previously reported still awaiting decisions on what projects will be included. If they are accepted the probability is that they are unlikely to be delivered before 2030 to 35.

Martin Hibbert,





Alkham, Capel le Ferne and Hougham Without.

Signed Chairperson
19th November 2024

13th October 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.

Dover District Council	Be A Councillor Event - Information Update Be A Counci...	09/10/2024 14:59
National Association of Local ...	 NALC WEBSITE - We are delighted to announce the ...	07/10/2024 09:15
makingadifference@kent.go...	Kent and Medway Learning Disability and Autism Strate...	04/10/2024 11:44
My Community Voice Kent	Get Safe Online Webinar - cancelled [#317190651] - G...	03/10/2024 09:58
My Community Voice Kent	Convicted romance fraudster ordered to pay back comp...	02/10/2024 10:09
My Community Voice Kent	Last minute Volunteer support (urgently) required – San...	02/10/2024 10:09
Mark.Welch2@kent.gov.uk	REMINDER: Kent County Council Local Transport Plan c...	27/09/2024 09:32
National Association of Local ...	 NALC WEBSITE - We are thrilled to announce that on ...	24/09/2024 14:06
My Community Voice Kent	Kent Police Community Engagement Event- 22 October 2...	24/09/2024 12:32
makingspacefornature@kent...	Priority Species Workshop - 1st October, Marden Cricket Cl...	23/09/2024 12:38
Cllr-Martin Hibbert	FW: Port of Dover 2050 Empower Exchange update: Por...	23/09/2024 11:50
noreply@govmetric.com	National Highways - Customer Feedback Survey - <!DOCT...	20/09/2024 11:04
National Association of Local ...	 UTILITY AID - Finding the right energy supplier for yo...	20/09/2024 10:00
My Community Voice Kent	East Kent Ploughing Match : Wed 25 Sep 09:00 [#31118...	18/09/2024 09:49
<u>FORWARDED</u>		
Capel-le-Ferne Parish Counci...	Fwd: Hey MAUREEN, read our latest chief executive's b...	10/10/2024 14:06
Capel-le-Ferne Parish Counci...	Fwd: KALC Weekly Bulletin for the Week Ended 11th Oc...	09/10/2024 17:49
Capel-le-Ferne Parish Counci...	Fwd: Kent Police Community Engagement Event - 22 O...	09/10/2024 13:36
Capel-le-Ferne Parish Counci...	Fwd: KALC Weekly Training Bulletin - please forward to ...	08/10/2024 17:11
Capel-le-Ferne Parish Counci...	Fwd:  NALC EVENTS - FORWARDING FOR INFORMAT...	08/10/2024 15:04
Capel-le-Ferne Parish Counci...	Fwd: You're invited to our Health and Wellbeing Confere...	08/10/2024 09:24
Capel-le-Ferne Parish Counci...	Fwd: KALC News - October 2024 - ATTACHED ... FORW...	04/10/2024 19:55

Signed Chairperson
19th November 2024

Capel-le-Ferne Parish Council...	Fwd: Health and Wellbeing Conference 2024 – Please f...	04/10/2024 19:53
Capel-le-Ferne Parish Council...	Fwd: Speakers update- Webinar on – Tackling Knife Cri...	04/10/2024 19:51
Capel-le-Ferne Parish Council...	Fwd: Please find attached – FORWARDING FOR INFOR...	04/10/2024 07:23
Capel-le-Ferne Parish Council...	Fwd: The Circuit: Top tips and news updates – FORWAR...	04/10/2024 07:20
David.Beaney@kent.gov.uk	Please find attached – David Beaney Kent County Council...	03/10/2024 19:16
Capel-le-Ferne Parish Council...	Fwd: 👤 CHIEF EXECUTIVE'S BULLETIN – FORWARDING...	03/10/2024 11:03
Capel-le-Ferne Parish Council...	Fwd: WARM WELCOME LAUNCH EVENT – FORWARDIN...	02/10/2024 16:14
Capel-le-Ferne Parish Council...	Fwd: 📧 NALC NEWSLETTER – FORWARDING FOR INFO...	02/10/2024 10:20
Capel-le-Ferne Parish Council...	Fwd: DDC Newsletter – FORWARDING FOR INFORMATIO...	01/10/2024 20:27
Capel-le-Ferne Parish Council...	Fwd: 📅 NALC EVENTS – FORWARDING FOR INFORMAT...	01/10/2024 13:21
Capel-le-Ferne Parish Council...	Fwd: Road Safety and Active Travel Group – Quarter 2 N...	30/09/2024 12:49
Capel-le-Ferne Parish Council...	Fwd: Fwd: VE DAY 80 – 8TH MAY 2025 – FORWARDIN...	30/09/2024 07:45
Capel-le-Ferne Parish Council...	Fwd: Read our latest edition of Community Matters – F...	27/09/2024 19:59
Capel-le-Ferne Parish Council...	Fwd: RE: ER252 – FORWARDING FOR INFORMATION --...	27/09/2024 09:17
Capel-le-Ferne Parish Council...	Fwd: KALC Weekly Bulletin Week Ended 27 September ...	26/09/2024 21:01
Capel-le-Ferne Parish Council...	Fwd: COMMUNITY WARDENS – FORWARDING FOR INF...	26/09/2024 21:00
Capel-le-Ferne Parish Council...	Fwd: 👤 CHIEF EXECUTIVE'S BULLETIN – FORWARDING...	26/09/2024 10:31
Capel-le-Ferne Parish Council...	Fwd: KALC Standards Conference – 10 October – FORW...	25/09/2024 13:44
Capel-le-Ferne Parish Council...	Fwd: 📧 NALC NEWSLETTER – FORWARDING FOR INFO...	25/09/2024 13:42
Capel-le-Ferne Parish Council...	Fwd: Dover Local Plan Examination – FORWARDING FO...	25/09/2024 07:39
Capel-le-Ferne Parish Council...	Fwd: 📅 NALC EVENTS – FORWARDING FOR INFORMAT...	24/09/2024 10:30
Capel-le-Ferne Parish Council...	Fwd: (Not the weekly) Training Bulletin – FORWARDING ...	23/09/2024 17:28
Capel-le-Ferne Parish Council...	Fwd: FW: Presentation including notes – Role of Elected...	23/09/2024 17:20
Capel-le-Ferne Parish Council...	Fwd: Date of Annual Town and Parish Council Meeting – ...	23/09/2024 15:27
Capel-le-Ferne Parish Council...	Fwd: FW: Port of Dover 2050 Empower Exchange upd...	23/09/2024 15:10
Capel-le-Ferne Parish Council...	Fwd: KCC HIGHWAYS AND TRANSPORTATION AUTUMN ...	21/09/2024 07:55
Capel-le-Ferne Parish Council...	Fwd: Health and Wellbeing Conference 2024 – FORWARDI...	20/09/2024 11:40
Capel-le-Ferne Parish Council...	Fwd: 👤 CHIEF EXECUTIVE'S BULLETIN – FRWARDING FO...	19/09/2024 10:18
Capel-le-Ferne Parish Council...	Fwd: KALC Weekly Training Bulletin – please forward to all ...	18/09/2024 17:07
Capel-le-Ferne Parish Council...	Fwd: NEW KALC WEBSITE – FORWARDING FOR INFORMA...	18/09/2024 10:24
Capel-le-Ferne Parish Council...	Fwd: 📧 NALC NEWSLETTER – FORWARDING FOR INFOR...	18/09/2024 10:21
Capel-le-Ferne Parish Council...	Fwd: 📅 NALC EVENTS – FORWARDING FOR INFORMATIO...	17/09/2024 11:13

Signed Chairperson
19th November 2024

INCOME/EXPENSE 15.10.24. To be confirmed and agreed AGENDA item 9

Date	To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS		Cheque , BACS, DD, SO	BANK A/Cs	Reconciled
	Brought Forward					52,692.27				
30.09.24	Harmer and Sons	Grass Cutting September	668.75	133.75	802.50		R	BACS		
30.09.24	Dover District Council	Grapevine Printing September	462.50	92.50	555.00		R	BACS		
30.09.24	Dover District Council	Ground Rent Jul - Sept	112.50		112.50		R	SO		
30.09.24	Staff Expenses	Broadband & Energy Sept	25.00		25.00		R	SO		
30.09.24	Nat West	Liquidy A/c Interest Sept	81.79			81.79	R	INT		
30.09.24	Nat West	Reserve A/c Interest Sept	26.67			26.67	R	INT		
30.09.24	Relf, Streetz 2 Streetz	Advert	51.00			51.00	R	BACS		
30.09.24	Kent Cables	Monthly SIM	37.50	7.50	45.00		R	DD		
07.10.24	Kent Cables	Monthly Contract	20.00	4.00	24.00		R	DD	In Hand	5.06
12.10.24	Stephen Huxtable	Geass St Mary's September	280.00		280.00		R	BACS	Current	942.50
15.10.24	Staff	Expenses **	44.00		44.00		R	BACS	Reserve	19,682.40
15.10.24	Staff	Expenses - Poppy Wreaths	157.25		157.25		R	BACS	Liquidy Manager	30,176.52
15.10.24	Staff	Salaries October	615.48		615.48			BACS		50,806.48
				237.75	2,660.73	52,851.73			Less Un-Reconciled	615.48
						50,191.00				50,191.00

** Expenses - Land Registry Checks £24.00, RBL donation £20.00

Signed Chairperson
19th November 2024