

CHARTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 11th MAY 2010 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 7JA.

Present:

Cllr. J. Jeffries

Cllr. C. Manning

Cllr. G. Hoare

Cllr. M. Goff

Mr. P. Hornibrook – Clerk

Cllr. P. Graveson

Cllr. A. Frost

Cllr. S. Dungay.

Cllr. D. Thompson

(1) APOLOGIES FOR ABSENCE

Cllr. A. Dawes – Chairman, Cllr. D. Butcher, Cllr. D. Weatherall, Cllr. R. Doyle CCC, KCC Cllr. J. Simmonds.

(2) ELECTION OF CHAIRMAN & VICE -CHAIRMAN

In the absence of Cllr. Dawes who was on holiday, Cllr. Thompson took over the role of Chairman.

Cllr Thompson asked for nominations for Chairman:

Cllr. Dawes was proposed by Cllr. Dungay and seconded by Cllr. Frost. Cllr. Dawes in her absence had previously stated that she would be willing to stand again as Chairman.

All members voted in favour.

Cllr. Thompson continued in the role of Chairman for the meeting.

Cllr. Thompson asked for nominations for Vice-Chairman:

Cllr. D. Thompson was proposed by Cllr. Graveson and seconded by Cllr. Manning.

All members voted in favour.

(3) ELECTION OF SUB-COMMITTEE MEMBERS

Members were asked to note their preferences to be members of the following sub-committees:

Those Councillors that were absent had either expressed a wish to continue their position in their current sub-committees, or were nominated to continue in their current roles.

The Chairman and Vice-Chairman are automatically noted as members of all committees.

Amenities: Cllr. D. Weatherall, Cllr. S. Dungay, Cllr. D. Butcher, Cllr. A. Dawes, Cllr. A. Frost, Cllr. G. Hoare, Cllr. C. Manning, Cllr. D Thompson.

Cemetery: Cllr. G. Hoare, Cllr. A. Dawes, Cllr. M.Goff, Cllr. J. Jeffries, Cllr. D. Thompson.

Countryside: Cllr. P. Graveson, Cllr. D. Butcher, Cllr. A. Dawes, Cllr. D. Thompson, Cllr. C. Manning.

Finance & General Purposes: Cllr. D. Thompson, Cllr. P. Graveson, Cllr. A. Dawes, Cllr. A. Frost.

No Man's Orchard: Cllr. D. Thompson, Cllr. A. Dawes, Cllr. M. Goff, Cllr. D. Butcher, Cllr. G. Hoare.

Planning: Cllr. D. Thompson, Cllr. A. Dawes, Cllr. M.Goff, Cllr. D. Butcher, Cllr. S. Dungay, Cllr. D. Weatherall, Cllr. J. Jeffries, Cllr. C. Manning.

(4) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meeting held on 13th April 2010 (previously circulated).

Proposed by: Cllr. Jeffries and Seconded by: Cllr. Frost.

All members voted in favour.

(5) COUNCIL: a) Declaration of any member's interest in agenda items.

Cllr. Hoare and Cllr. Manning declared an interest in a planning application at Bobbin Lodge.

b) Any change in declaration of member's interest.

No changes in member's interests were noted.

(6) MATTERS ARISING

The Clerk noted the issue of the village hall car park and the wording to be used on a new sign that is to be erected in the car park. A copy of the proposed 'sign' was circulated to all members to read and further comment on. A resolution to agree the wording on the 'sign' was proposed by Cllr. Hoare and seconded by Cllr. Dungay. All members voted in favour.

It was agreed that a copy of the 'sign' should be erected on all parish notice-boards. It was also suggested that permits should be issued for a 12 month period only.

(7) TO RECEIVE AND CONSIDER CORRESPONDENCE

(A folder of correspondence was available for all Councillors to view the correspondence and make comment on)

The following issues were raised for discussion:

- Item 1: KCC – Explore Kent walking Festival & guided walks. Cllr. Thompson read out details to all members and it was agreed that the document should be passed to the Countryside Committee to take forward, as there are currently no guided walks in the village due to a lack of volunteers.
- Item 2: CCC – Development Control Committee – Agenda – Tuesday 27th April 2010. A copy was available for all members to read.
- Item 3: Kent Downs AONB – The Orchid Newsletter – Spring/Summer 2010. A copy was available for all members to read.
- Item 4: Kent Highway Services – Weather Damage Repairs to Roads. Details were available for all members to read.
- Item 5: CPRE – Members Guide 2010/2011. A copy was available for all members to read.
- Item 6: CPRE – Countryside Voice – Newsletter Spring 2010. A copy was available for all members to read.
- Item 7: CCC – Adoption of the Herne Bay Area Action Plan and supporting Planning Documents. Details were noted to all members who could view the document on-line.
- Item 8: CCC – Westgate Gardens and Toddlers Cove proposed improvements community meeting: Tuesday 8th June 2010. Details were noted to all members and Cllr. Dungay took the document for perusal.

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

(a) Finance and General Purposes Committee:

The Clerk confirmed that our ‘Precept’ application of £84,275.00 had been received from CCC for the 2010/2011 year.

The Clerk also confirmed that our ‘Concurrent Funding’ grant of £33,562.41 had also been received from CCC for the 2010/2011 year.

The Clerk also reported that the “Standing Orders and Financial Regulations” for the 2010/2011 year had been updated and circulated to all Councillors prior to tonight’s meeting. As there were no amendments required a resolution to adopt the Standing Orders and Financial Regulations was proposed by Cllr. Manning and seconded by Cllr. Dungay. All members voted in favour.

The Clerk reported that he had paid £4,000 to the Canterbury & District Early Years Project, to part-fund the group for the 2010/2011 year as previously agreed by the Parish Council.

The Clerk reported that £3,000 had also been paid to the Canterbury & District Early Years Project from a grant supplied by KCC Cllr. John Simmonds. The two payments will help enormously towards the running of the mother & toddler group for the forthcoming year.

The Clerk reported that he is due to submit the VAT claim for the last quarter to HM Revenue & Customs.

The Clerk also reported that he will liaise with Jo Newman Estate Agents in the next week or so to review the valuation of all the Parish Council properties. The Parish Council Fixed Asset Register will then be updated and forwarded to our insurers Zurich Municipal.

A resolution that orders for payment as shown in attached schedules was agreed unanimously. They were signed by Cllr. Dungay and Cllr. Jeffries

The Clerk confirmed that he had received confirmation of the following grants from applications made to the CCC Capital Grant scheme.

1. £5,265 towards a disabled roundabout.
2. £11,976 towards a new roadway and paths at the cemetery extension.
3. £3,677 towards a MUGA basketball/goal court.

The Clerk reported that he had received the Parish Council accounts back from the Accountant and that a copy of the accounts had been sent to all members to review. It was noted that a meeting of the Finance & General Purposes Committee will have to be arranged to formally 'sign-off' the accounts. The Clerk will liaise with members in due course.

(b) Planning:

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

CA/10/00610/LUE – Proposal: Certificate of lawful use of caravan as dwelling: **Location:** Caravan Unit 1, land adjacent Royal Oak, Chartham Hatch, Nr Canterbury, Kent CT4 7LP: **PC Views:** Site visit to be arranged.

CA/10/00611/LUE – Proposal: Certificate of lawful use of caravan as dwelling: **Location:** Caravan Unit 2, land adjacent Royal Oak, Chartham Hatch, Nr Canterbury, Kent CT4 7LP: **PC Views:** Site visit to be arranged.

CA/10/00501/FUL – Proposal: Single-storey extension to rear of dwelling: **Location:** 123 Shalmsford Street, Chartham, Nr Canterbury, Kent CT4 7RE: **PC Views:** Take to next planning sub-committee meeting arranged for Thursday 13th May 2010.

CA/10/00660/FUL – Proposal: Use of land for the storage of seasonal workers caravans during the winter months and erection of kitchen/wash block: **Location:** Nickle Farm, Ashford Road, Chartham, Nr Canterbury, Kent CT4 7PF: **PC Views:** Take to next planning sub-committee meeting arranged for Thursday 13th May 2010.

CA/10/00626/FUL – Proposal: Conversion of garage into additional living accommodation: **Location:** 11 Little Copse Close, Chartham, Nr Canterbury, Kent CT4 7TE: **PC Views:** Take to next planning sub-committee meeting arranged for Thursday 13th May 2010.

CA/10/00591/LUE – Proposal: Certificate of existing lawful use of an extension to an existing mobile home: **Location:** Bobbin Lodge, Bobbin Lodge Hill, Chartham, Nr Canterbury, Kent CT4 7RB: **PC Views:** Site visit to be arranged.

PAG/C/10/ TEMP/0012 - Proposal: Construction of a detached single storey building for use as a Children's Centre with a pedestrian access adjacent to the main school entrance and minor parking alterations to accommodate new centre: **Location:** Chartham Primary school, Shalmsford Street, Chartham, Nr Canterbury, Kent CT4 7QW: **PC Views:** Site visit to be arranged.

The Clerk read out two '**Granted**' Planning Applications.

CA/10/00355/FUL – Petty France Farm, Denstead Lane, Chartham, Nr Canterbury, CT4 7UJ.

CA/10/00291/FUL – Central House, Ashford Road, Chartham, Nr Canterbury, CT4 7HH.

The Clerk noted one '**Refused**' Planning Applications.

CA/10/00415/FUL – land adjoining 52 Shalmsford Street, Chartham, CT4 7RJ.

(c) **Cemetery:**

The Clerk reported that the sale of the Cemetery Lodge is still progressing after previous buyers had pulled out at the last moment. New buyers have now been found and Foundation Property Services and Robinson Solicitors are taking forward the sale.

The installation of a new notice-board in the cemetery grounds is being taken forward with an order now having been placed.

The Clerk noted that the painting of the cemetery fencing along the front of the cemetery grounds has been completed and this makes a huge difference to the look of the cemetery and its grounds.

The Clerk confirmed that now he had received grant funds from both KCC and CCC he can now take forward the tarmacing of the cemetery car park and the new roadway and pathways at the cemetery extension.

(d) **Countryside:**

It was noted that there will be no further organised walks in the parish as there is a shortage of volunteers to lead them.

Cllr. Graveson again reported a problem with a gate blocking a footpath at Garlinge Green. He will liaise with Cllr. Butcher regarding the issue.

(e) **Amenities:**

The Clerk reported an e-mail from CCC regarding the closure of the public toilets on the Memorial playing field. The City Council have stated that they will run and maintain the toilets until the 31st March 2011. From that date it would then be down to the Parish Council to take over the responsibility to keep the toilets open by possibly funding the toilets through the Precept. The Parish Council has been asked to consider running the toilet block and it was agreed that the Amenities Committee should now look at the proposals and explore the costs involved and advise the full council accordingly.

Cllr. Dungay stated that it was good news that we had now received funding for a disabled roundabout and MUGA basketball/goal court.

(f) No Man's Orchard Management Committee:

The Clerk noted that the NMO Management Committee had met recently and that several orchard management issues that had arisen from the meeting are being pursued. A meeting with KSCP and our tree warden Alun Griffiths is being arranged to take forward some issues regarding possible diseased trees.

(9) SPORTS PAVILION/PLAY AREAS.

(a) Sports Pavilion:

The Clerk reported that the issue of reclaiming the VAT on the pavilion had now been resolved and that a claim will be made at the end of June 2010.

The Clerk noted that there is to be a site meeting at the pavilion on Thursday 13th May 2010 at 10.00 am to 'sign-off' the final snagging issues and to check all the keys and appliances.

It was noted that various internal/external signs still have to be erected both inside and outside the pavilion and that these will be erected as soon as possible.

It was reported that maintenance work on the football and cricket pitches will continue over the next few weeks.

It was noted that most of the site around the pavilion has now been levelled and grass seeded, with some trees and shrubs to be planted in due course.

Litter bins and dog bins will also be erected at the site in due course.

The Clerk noted that he has submitted a further grant application to the Collyer Ferguson Trust to obtain further funds for new sports equipment at the new pavilion.

It was also noted that a grant application will be submitted to Viridor for some decking at the new sports pavilion.

It was also noted that an opening ceremony will be arranged in the near future.

(b) Play Areas:

The Clerk reported that despite three e-mails he was still awaiting a response from Alan Eastell, the Area Manager of RSS Record after a recent meeting at St. Augustine's regarding the recent problems encountered on a piece of play equipment. Details of the guarantees are still awaited along with spare tools and bolts to enable us to undertake routine maintenance.

(10) VILLAGE HALL.

The Clerk reported that PAT testing of all the village hall appliances took place last week. Also, two new lights were erected either side of the stage and an extension pole was put on the TV aerial to try and obtain a better reception on the TV. The timings on the outside lights have also been changed to reflect 'summer-time'.

The Clerk noted damage to the village hall car park fencing at the entrance gate by an unknown HGV. Repairs will be undertaken as soon as possible.

It was reported that a new door has been fitted to replace the damaged door leading into the lounge from the lobby.

(11) HIGHWAY PROBLEMS / POLICE LIAISON.

(a) Highways:

The Clerk noted an e-mail from Jeremy Cooper (Stagecoach) regarding the bus services to Chartham. The e-mail was in response to a recent e-mail from a parishioner complaining about the lack of a decent bus service to the village. We will await a further response from Stagecoach in June 2010.

The Clerk noted an e-mail from KCC Cllr. John Simmonds regarding the adoption of the roads at St. Augustine's, which was extremely good news after such a long time waiting.

It was noted that new 'yellow-lines' have now been painted in the 'Crescent' area.

(b) Police /KCC Warden Liaison:

The Clerk noted that that there were no reports from the KCC Community Warden or the Police Community Support Officer's.

(12) DATE OF NEXT MEETING

The next meeting of the Parish Council was confirmed to be **Tuesday 8th June 2010** at 7.30 pm at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7HX.

(13) CLOSURE

There being no further business the meeting closed at 08.46 p.m.

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