

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON TUESDAY 12th AUGUST 2008 AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY, KENT, CT4 5PW.

Present:

Cllr. A. Dawes – Chairman	Cllr. P.Graveson
Cllr. C. Barlow – Vice-Chairman	Cllr. A. Frost
Cllr. D. Butcher	Cllr. M. Goff
Cllr. J. Jeffries	Cllr. D. Frost
Mr P Hornibrook – Clerk	Cllr. S. Dungay

One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. R. Doyle CCC.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meetings held on 8th July 2008 (previously circulated).

Proposed by: Cllr. D. Frost and Seconded by: Cllr. A. Frost.

Resolution carried unanimously.

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

No interest was noted in any agenda items.

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

No change was noted in any member's interests.

(4) MATTERS ARISING

The Clerk outlined details to all members of his recent visit to the Steiner School to discuss the current situation regarding their proposals to move to the 'Site C' development at St. Augustine's. It was noted that Cllr. R. Doyle CCC and Cllr. M. Patterson CCC were present as were representatives from CCC Planning and Conservation Departments, plus representatives on behalf of the Steiner School from English Partnerships and Cardy Builders. It was reported that access to the site is still the main stumbling block to the development and various avenues are being progressed to try and resolve this matter. The Clerk handed out 'summary notes' of the meeting to all members present.

(5) TO RECEIVE AND CONSIDER CORRESPONDENCE

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

The following issues were raised for discussion:

- Item 1: KCC – Around Kent Newspaper – Summer 2008. A copy was available for all members to read.
- Item 2: Swale Borough Council – Adoption of Local Plan 2008. Details were noted to all members.
- Item 3: Kent Highway Services – New Community Liaison Officer. Details of the new officer were noted to all members.
- Item 4: CCC – Herne Bay Festival 08 – Booklet. A copy of the booklet was available for all members to read.
- Item 5: Kent Police Authority – Policing Kent – Newspaper. A copy was available for all members to read.
- Item 6: Southern Water – Draft Water Resources Management Plan. A copy was available for all members to read.
- Item 7: Groundwork News – Newsletter Issue 3 – Summer 2008. A copy of the newsletter was available for all members to read.
- Item 8: CCC – Development Control Committee – Agenda – Tuesday 22nd July 2008. A copy was available for all members to read.
- Item 9: CCC – Development Control Committee – List of Planning Applications – Tuesday 22nd July 2008. A copy was available for all members to read.
- Item 10: Canterbury & District Early Years Project – Baby & Toddler Group. Cllr. Dawes read out a letter of thanks for a recent donation from the Parish Council to the Mother & Toddler Group which is run weekly at the village hall.
- Item 11: Kent Highway Services – Stile Farm Bridge No. 1637 – Reconstruction. Details were read out to all members.
- Item 12: CCC – Agenda - Joint Meeting of the Rural Area (North) Member Panel & the Rural Area (South) Member Panel – Monday 28th July 2008. A copy was available for all members to read.
- Item 13: Southern Water – Date for your diary – September 2008. Details were noted to all members.
- Item 14: KSCP – Request to erect an ‘Interpretation Panel’ on Parish Council land. Details of the proposal were read out to all members and it was unanimously agreed that this was a good idea which the council should support. It was suggested that new interpretation boards could be erected at No Man’s Orchard, Chartham Village Hall Car Park and Chartham Hatch Village Hall. The Clerk will reply to KSCP and take further consultation on the sites suggested.

- Item 15: KCC – Reply from KCC Chief Executive regarding the Parish Council letter to them regarding recent spates of vandalism in the village. Cllr. Dawes read out the reply to all members in which KCC had agreed to review the street lighting in the Shalmsford Street area.
- Item 16: Kent Highway Services – Community Liaison Officers here to help you. Cllr. Dawes noted details to all members.
- Item 17: KCC – Legal Services available to Parish Councils. Cllr. Dawes read out details of the legal services offered by KCC to all members.
- Item 18: CCC – Parking Regulation Review 2007. A copy was available for all members to read and view, and included details of the proposal to place ‘yellow lines’ around certain areas of ‘The Green’. A letter of objection from a resident on ‘the Green’ was noted and Cllr. Goff reported further objections from other residents as well as residents of River Court who were concerned that cars would be forced to park in the River Court area. It was further noted that there had been no consultation by CCC with residents over the proposals and it was suggested that all objectors should write to the Joint Transportation Committee at CCC.
- Item 19: Government Office for the South East – The Secretary of State’s Proposed Changes to draft Regional Spatial Strategy for the South East. Cllr. Dawes noted details to all members and stressed the importance of the document. Cllr. Graveson volunteered to take the document for review and to note any comments required.
- Item 20: CCC – Local Development Framework – Strategic Housing Land Availability Assessment – Response requested. Cllr. Dawes read out the letter to all members and after discussion it was agreed that the only area suitable would possibly be the Mill Row block of houses. The Clerk will write back to CCC.
- Item 21: Kent Highway Services – Customer Support Officer. Details were noted to all members.
- Item 22: Letter from Chartham Village Hall Management Committee regarding a new door opening system to the village hall. The request from the VHMC was discussed at length and it was confirmed that after taking advice from the Architects at the outset of the project that we did not need to have an automated door opening system and that a simple bell or intercom system was sufficient to meet DDA requirements. It was noted that another local village hall has an automated door system and this has led to numerous problems with children pressing the opening mechanism button just for fun, plus the overall maintenance costs involved.
- Item 23: Letter from parishioner regarding proposed ‘yellow parking lines’ at The Green. This was discussed under item 18.
- Item 24: Eastern & Coastal NHS – Invite to Annual General Meeting on Wednesday 24th September 2008. Details were noted to all members.
- Item 25: KCC – Annual Plan 2008/2009 – Comments required. Cllr. Dawes took the document for perusal.

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

a) Finance and General Purposes.

The Clerk reported that we are still awaiting the final 'sign off' of the Parish Council Accounts by the Audit Commission. It was reported that the Audit Commission had requested details regarding the ownership agreement of No Man's Orchard between Chartham and Harbledown & Rough Common Parish Councils.

The Clerk reported that he had submitted the last quarters VAT claim to HM Customs & Revenue.

It was confirmed that we had now received repayment of the Business Rates for the village hall from CCC.

The Clerk reported that he had received the 'Concurrent Funding' application form from CCC for the 2009/2010 year. The application has to be returned to CCC by the 17th October 2008, so a meeting of the Finance & General Purposes Committee will have to be arranged in due course, once the Clerk has obtained details of next years proposed increase in costs from various Parish Council contractors.

(b) Planning.

The Clerk reported that there was one new Planning Application to be dealt with at the Meeting:

CA/08/00927/CHA: Proposal: Erection of agricultural building for farm machinery: **Location:** Perry Court Farm, Garlinge Green, Chartham, CT4 5RN: **Parish Council Views:** No Objections.

The Clerk noted that six further planning applications were dealt with at a Planning sub-committee meeting on the 30th July 2008.

CA/08/00904/CHA: Proposal: Erection of detached bungalow with associated parking with access from Pomfret Road: **Location:** land rear of 225/227 Shalmsford Street, Chartham, CT4 7PY: **Parish Council Views:** The Parish Council again strongly objects to this application as it considers the building of the bungalow to be unnecessary infill in an already crowded housing area, with strong opposition to the access from Pomfret Road.

CA/08/00885/CHA: Proposal: Create new windows and doors, replace doors and alter chimney stacks to dwelling: **Location:** 1 & 2 Box Tree Cottages, Bolts Hill, Chartham. CT4 7JX: **Parish Council Views:** No Objections.

CA/08/00882/CHA: Proposal: Replace windows to dwelling: **Location:** 1 & 2 Box Tree Cottages, Bolts Hill, Chartham. CT4 7JX: **Parish Council Views:** No Objections.

CA/08/00863/CHA: Proposal: Two-storey extension to side of dwelling incorporating garage and conservatory to rear of dwelling: **Location:** Bahia Cottage, Howfield Lane, Chartham, CT4 7NA: **Parish Council Views:** No Objections.

CA/08/00818/CHA: Proposal: Loft conversion incorporating dormer windows to front and rear of dwelling: **Location:** 8 Nightingale Close, Chartham Hatch, CT4 7NB: **Parish Council Views:** No Objections.

CAL08/00067/CHA: Proposal: Installation of gate: **Location:** The West Wing, Mystole House, Mystole Lane, Chartham, CT4 7DB: **Parish Council Views:** No Objections.

Five '**Granted**' Planning application were read out by the Clerk:

CA/08/00762/CHA – Howfield Farm Bungalow, Howfield Lane, Chartham CT4 7HG.

CA/08/00714/CHA – 32 The Downs, Cockering Road, Chartham CT4 7PU.

CA/08/00708/CHA – 12 New Town Street, Chartham Hatch, CT4 7LT.

CAL08/00053/CHA – The Royal Oak, Chartham Hatch. CT4 7LP.

CA/08/00655/CHA – 6 The Crescent, Chartham CT4 7PX.

Notice of Proposed Work to Trees in a Conservation Area.

Landscaping of area to south of Mystole Road and west of the west wing of Mystole House: The Clerk read out a letter from CCC regarding revisions to the original proposals at the site.

(c) Cemetery.

Cllr. Barlow noted that there had been several memorial applications that had been dealt with recently.

It was also reported that there had been problems with several grave spaces where relatives had placed unsightly plastic ornaments on graves without permission, which is strictly against our cemetery Rules & Regulations.

Cllr. Barlow reported that the Cemetery Lodge is still up for sale and very little interest has been shown lately with no firm offers having yet been made. At the recent Cemetery Committee meeting it was suggested that the Lodge is put up for 'Auction' as soon as possible, with a reserved price placed on it. The Clerk noted that he had approached Jo Newman Estate Agents and had asked him to take forward enquiries regarding this matter. It was noted that the Auctioneers have visited the Lodge and had recommended a reserved price to go to auction. After further discussion it was agreed that the Parish Council should go back to the estate agents and have them reduce the price on the Lodge to reflect the current market problems. It was agreed that the situation would then be reviewed again at the next Parish Council meeting and if no further interest has been shown then we should proceed with the auction route.

It was reported that 'CURE' of Ashford have recently undertaken repairs to some long-standing damp areas on the rear wall of the Chapel. The walls have been re-plastered and are currently drying out. The Clerk is arranging with a local builder to paint the inside of the Chapel and to repair the concrete skirting-board around the rear of the building.

It was also reported that Alan Groombridge had also undertaken the installation of new 'trenching' work to allow better drainage around the outside of the Chapel. This work had revealed three blocked air-bricks which had become blocked with earth over the years.

It was reported that the filling of the 'Sunken Graves' are being attended to by Richard Marsh and Alan Groombridge on an ad-hoc basis.

It was reported that some of the very old unattended graves have now been tidied up with the old long wispy grass on top of them being strimmed off.

The Clerk reported that the Cemetery Committee are considering the opening the new extension at the cemetery as the current 'Plot K' has only a few grave spaces left available. It was suggested that the few outstanding spaces left in 'Plot K' could be utilised for half plots or the burial of cremated remains. It was stated that consideration should now be given to erecting new pathways and a roadway capable of allowing a hearse to enter and exit the site. The Clerk will check with CCC to see whether planning permission would be required, and will also contact several companies for quotations to install the path/roadways.

It was noted that the grave plans are still being updated by the Clerk and Cllr. Jeffries.

It was noted that repairs to the rotten woodwork at the St. Mary's Church lych-gate had taken place this week and that a beautiful job has been done by John Isard.

It was also reported that the pathway border through St.Mary's Church and by the War Memorial have both been tidied up recently.

The Clerk noted that we have had a response from Robinsons Solicitors regarding the issue of A C Hulme's 'Right of Access' through the cemetery car park. It was reported that Mr Hulme has agreed to meet with the Clerk, Cllr, Barlow and Cllr. Jeffries to discuss the matter further. A suitable meeting date is to be arranged in the next few weeks.

(d) Countryside.

The Clerk noted that he was taking forward the ordering of some new trees for various areas at St.Augustine's, Shalmsford Street recreation ground, the Memorial playing field and Chartham Hatch recreational ground with tree warden Alun Griffiths. Further meetings will be planned for September with the tree and pond wardens to take forward the proposed projects.

The next footpath walk will be on Sunday 14th September 2008 at 2.30 pm from the St. Mary's Church lych-gate. There was a request to join the Chartham Society walk to Horton Chapel and Milton Church.

Cllr. Butcher reported that he had contacted the Environment Agency recently regarding the cleaning up of the farm site at the bottom of Shalmsford Street. It was stated that the farmer is cleaning up the plastic and metal on the site.

Cllr. Butcher noted that he is to visit the new PROW Office at East Brabourne to try and clear up several outstanding local issues.

Cllr. Goff noted several complaints from residents at River Court about the state of the River Stour which was overgrown with weeds and that it was about time that it was cleared. The Clerk will write to the Environment Agency.

Cllr. Dungay noted that she had contacted CCC regarding the three trees that were removed from Rentain Road recently. It was noted that the trees will now be replaced.

Cllr. Graveson left the meeting at 08.56 pm.

Cllr. Barlow questioned what is happening to the proposed building site alongside the pathway near the Artichoke. It was stated that nothing has happened at the site for at least a year.

(e) Amenities.

The Clerk reported that he had received confirmation from Zurich Municipal to replace the damaged bus shelter at the triangle near the Railway Station. The Clerk is liaising with contractors to order two new bus shelters, one for the triangle near the Station and the other one for Chartham Hatch.

Cllr. Dungay noted that the new play equipment had been installed, was being well used, and looked superb.

Cllr. Dungay also noted that she was investigating further grant applications for other proposed projects such as a BMX track.

Cllr. Weatherall was not available to give an update on the progress of setting up a Youth Club at the village hall. However, it was noted that some volunteer CRB checks had been forwarded to CCC and that further meetings are to be arranged to confirm the setting up of a suitable Bank Account, Constitution, and Child Protection training.

The Clerk noted that the Parish Emergency Plan is still in the process of being updated.

(f) No Man's Orchard Management Committee.

Cllr. Dawes reported that the NMO '60 Years On' Event held on the 16th July 2008 was a terrific success. The weather was excellent and over a thousand people were thought to have attended the event. The new serpent sculpture was unveiled on the day.

The next NMO Committee meeting is on the 17th September 2008.

(7) SPORTS PAVILION/PLAY AREAS.

The Clerk reported that the Football Foundation is still deliberating on the grant application for the new sports pavilion. The Football Foundation has requested some further clarification on various issues and the Clerk and Bryan Taylor have responded to these questions.

The Clerk noted that the new play equipment had been installed on the Memorial playing field and was being extremely well used. The grass will be seeded again in September and the site should be fenced to meet current ROSPA Regulations. Discussion took place regarding the fencing of the site and it was agreed that green powder coated metal round top fencing should be used. The Clerk will arrange quotations.

It was noted that the multi-play equipment at Shalmsford Street is to be painted in the next week or so.

(8) VILLAGE HALL UPDATE.

The Clerk reported that Clague are still in the process of liaising with Berkeley Construction to try and resolve the final account.

The Clerk reported that Sandra Worth from Robinson Solicitors is still reviewing the 'Trust Deed' for the village hall and is in the process of ensuring that the car park and village hall are properly registered with the Land Registry Office.

Cllr. Barlow reported that a company is due to visit the hall on Thursday this week to give advice relating to the acoustics in the main hall.

It was noted that there are moles in the flower beds in the patio area at the back of the hall. The Clerk will arrange for Ace Pest Control to visit the site.

It was noted that the store shed at the rear of the hall also needs to be moved to allow 'Fire Exit' access along the side of the village hall. The Clerk will take the matter forward.

The Clerk is also taking forward with Clague various minor repairs that are required at the hall.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways:

The Clerk reported that Cocking Road will be closed for three days to complete repairs to the pot-holes at the junction of Rattington Street and Cocking Road.

Cllr. Butcher reported a problem with lots of dog mess on the pavements at Shalmsford Street. The matter will be reported to the KCC Community Warden.

It was noted that bollards at the triangle near the Railway Station and at the crossroads at Chartham Hatch have been knocked over and require reinstatement.

Police Liaison:

There was no Police Community Support Officer or KCC Community Warden to report on Police issues this month.

The Clerk and Cllr. Dawes gave a brief report on a recent meeting with Kent Police.

Cllr. Dungay reported several instances of milk being stolen from doorsteps at Rentain Road.

(10) SIGNING OF ORDERS FOR PAYMENT.

A resolution that orders for payment shown in the attached schedules was agreed unanimously. They were signed by Cllr. Dawes and Cllr. A. Frost.

(11) **DATE OF NEXT MEETING**

Next Meeting confirmed as **Tuesday 9th September 2008** at 7.30 p.m. at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 7HX.

(12) **CLOSURE**

There being no further business the meeting closed at 09.26 p.m.

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