

CHARTHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT 7.30 P.M.
ON TUESDAY 8th JANUARY 2008
AT THE VILLAGE HALL, STATION ROAD, CHARTHAM, NR CANTERBURY,
KENT, CT4 5PW.

Present:

Cllr. A. Dawes – Chairman

Cllr. C. Barlow – Vice-Chairman

Cllr. M. Goff

Cllr. J. Jeffries

Cllr. S. Dungay

Cllr. D. Weatherall

Cllr. A. Frost

Cllr. P. Graveson

Cllr. R. Doyle CCC

Clerk – Mr. P. Hornibrook

Police Community Support Officer – Paul Rigden.

One member of the public.

(1) APOLOGIES FOR ABSENCE

Cllr. D. Thompson, Cllr. D. Frost, Cllr. J. Simmonds KCC, Cllr. M. Patterson CCC, Cllr. D. Butcher.

(2) CONFIRMATION OF MINUTES

Resolution: To confirm minutes of meetings held on 11th December 2007 (previously circulated).

Proposed by: Cllr. Goff and Seconded by: Cllr. Barlow.

Resolution carried unanimously.

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

Cllr. Barlow noted an interest under an item to be raised under Finance & General Purposes Committee.

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

No change was noted in any member's interests.

(4) MATTERS ARISING

All items to be dealt with under their separate headings.

(5) TO RECEIVE AND CONSIDER CORRESPONDENCE

(Folder of correspondence issued for all Councillors to view and comment on).

The following issues were raised for discussion:

- Item 1: The Office of Her Majesty's Lord Lieutenant of Kent – Invite to the Annual Civic Service on Tuesday 4th March 2008. Cllr. Barlow stated that he would like to attend the function.
- Item 2: Kent Air Ambulance – Application for a Donation. The issue was discussed and a resolution to donate £400.00 was proposed by Cllr. Jeffries and seconded by Cllr. Goff. All members voted in favour.
- Item 10: E-Mail from 'Kent Messenger Barclays Christmas Giveaway' – Donation to 'Helping Hands'. The issue was discussed and as the reply date had passed a resolution to donate £100 from Parish Council funds was proposed by Cllr. Graveson and seconded by Cllr. A. Frost. All members apart from Cllr. Barlow, who abstained, voted in favour.
- Item 11: KCC – Hatch Lane Closure – 7th January 2008 for five weeks. Details of the road closure were noted to all members.
- Item 12: E-Mail – Thruxted Mill update. An e-mail from Ashford Borough Council was read out to all members.
- Item 13: Chilham Parish Council – Train Service forum. It was noted that the issue to restrict rail services from Ashford to Canterbury through Chartham was discussed at the recent Amenities Committee meeting. Chilham and Wye Parish Councils have approached the Parish Council and requested that the local Parish Councils on-route should put up a united front to fight the intended restriction to services. Cllr. Dungay had volunteered to attend any meetings and complete survey forms on behalf of the Parish Council, and Cllr. Goff also volunteered to attend the meetings. Cllr. Doyle will investigate the proposals further to ascertain proposed timescales for the implementation of any changes.
- Item 14: Post Office Closure update. Details were noted to all members.
- Item 15: CCC – The Lord Mayor's Award – Nominations Requested. Details were noted to all members, and any member who would like to nominate a deserving person was advised to contact the Clerk.
- Item 16: CCC – Operation of the New Highways arrangements Scrutiny Review. Details were noted to all members.

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

a) Finance and General Purposes.

The Clerk raised the issue of a request from 'The Hyde Housing Association Ltd' for a donation towards the proposed new ball court to be erected at The Hyde. The issue was discussed and a resolution to donate £500.00 was proposed by Cllr. Dawes and seconded by Cllr. Weatherall. All members voted in favour.

The Clerk reported that the VAT refund for the period July to September 2007 has been received and that he was in the process of completing the last quarter claim from October to December 2007.

The Clerk reported that we had received a request from Zurich Municipal for a further £131.00 to insure the tables and chairs recently purchased for the village hall, and the ten lap-top computers to be used in the IT room.

The Clerk confirmed that at the last meeting of the Finance & General Purposes Committee the members had discussed the 2008/2009 'Precept' application. The Clerk noted details of the proposal to all members and after discussion a resolution was proposed by Cllr. Frost and seconded by Cllr. Goff to apply to CCC for a 'Precept' application of £99,750.00 for the 2008/2009 year. The application would be submitted with the usual 'caveat' allowing us to vary the figure depending upon the outcome of our previously submitted 'Concurrent Funding' application. The CCC Executive will meet in early 2008 to decide on the 'Concurrent Funding' award as well as 'Capital Grant' submissions and 'Precept' applications.

Discussion took place regarding the Parish Councils proposed 'renting' of office space within the new village hall. Cllr. Barlow outlined the reasons why the office space has to be rented as well as the benefits of having a parish office which also acts as a base for the KCC Community Warden and Police Community Support Officer. A resolution was proposed by Cllr. Graveson and seconded by Cllr. Weatherall to pay £4,000.00 per annum in rent to the Village Hall Management Committee. All members voted in favour.

(b) Planning.

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

CA/07/01724/THA: Proposal: Construction of pedestrian/cycle path and associated works. Formation of link from Cotton Road, under the railway line: **Location:** Land on North bank of River Stour between Station Road, Chartham and Whitehall Road, Canterbury, Kent: **Parish Council Views:** No Objections.

CA/07/01758/CHA: Proposal: Extension to front garage and conversion into additional living accommodation: **Location:** 20, Chestnut Close, Chartham, CT4 7TD: **Parish Council Views:** The Parish Council has no objections to the plans, but would insist that there is still adequate off-road parking available.

CA/07/01759/CHA: Proposal: Two-storey extension to side/rear of dwelling (Revised scheme): **Location:** 25 Shalmsford Street, Chartham, CT4 7RZ: **Parish Council Views:** No Objections.

CA/07/01814/CHA: Proposal: Single-storey extension to side/rear and dormer windows to front, side and rear of dwelling: **Location:** Sayes Court, Hatch Lane, Chartham, CT4 7LP: **Parish Council Views:** No Objections.

CAL07/00176/CHA: Proposal: Single-storey extension to side/rear and dormer windows to front, side and rear of dwelling: **Location:** Sayes Court, Hatch Lane, Chartham, CT4 7LP: **Parish Council Views:** No Objections.

CAT07/00030/CHA: Proposal: Coppice Silver Birch subject of T.P.O. 1 of 2001: **Location:** Greengate Wood, Denstead Lane, Chartham, CT4 7NL: **Parish Council Views:** The Clerk is to make further investigations with CCC Development Control as to the validity of the site involved, as previous planning applications have been refused at the site.

Two 'Granted' applications were read out:

CA/07/01600/CHA – Land at 'The Hyde', Chartham.

CA/07/01602/CHA – Sunnybank, Hatch Lane, Chartham, CT4 7LN.

One 'Certificate of Lawful Use or Development' was read out:

CAE07/00016/CHA – Llaregyb, Rattington Street, Chartham, CT4 7JG.

(c) **Cemetery.**

The Clerk reported that he had met with the Estate Agent on Monday 7th January 2008 at the Cemetery Lodge to take photographs and measurements of the property. The Estate Agent has confirmed a guide price of £265,000 for the sale of the Lodge, and will arrange to put the property up for sale once all the relevant details are confirmed by the Parish Council. Estate Agents fees for the sale were noted to all members as well as confirmation that a 'HIPS' pack will be required to sell the house.

The Clerk noted that he is due to collect the deeds for the Cemetery Lodge from Robinsons Solicitors later in the week.

The Clerk reported on a further quote received from Nigel Envis to erect two new gates at the Cemetery Lodge. The issue will be discussed further at the next Cemetery Committee meeting later in the month.

It was noted that Cllr. Jeffries had volunteered to help Cllr. Barlow and the Clerk to oversee the applications for Burials, Memorials and associated cemetery paperwork, plus liaison with Funeral Directors and Stonemasons.

Cllr. Barlow reported that this is the first meeting after the sad departure of Ian and Pauline Bingham from the Cemetery Lodge. It was stated that the Cemetery Superintendent has now resigned his position with effect from the 31st December 2007, after 27 years dedicated service. It was also reported that the Cemetery Superintendent and his wife had been sent a gift by the Parish Council for their long-term service in looking after the cemetery grounds and associated matters. All cemetery records and plans have now been handed over to Cllr. Barlow and the Clerk. Cllr. Barlow stated that a response had been received from Ian Bingham and that it has been included in the latest edition of the Parish Magazine.

The Clerk noted that the Parish Council have now employed someone to lock and unlock the cemetery gates on a daily basis as well as put out the waste bins for collection every two weeks.

It was noted that duplicate keys for the premises have been cut and handed out to the appropriate cemetery contractors.

The Clerk reported a letter received from Canterbury City Council, noting that the War Memorial near the lych-gate has been included in a list of buildings of special architectural or historic interest from the 5th November 2007.

(d) Countryside.

Cllr. Dawes reported the problem of two broken stiles around the parish. The first was on FP 457, the Ashford Road to Hatch Lane path where there is no step. The second is a broken stile on FP 468, the Down's Road to Perry Court pathway. Both of these issues have been reported the PROW Office.

Cllr. Dawes also reported that the footpath that leads from Dipping tank, New Town Street to Hatch Lane has been ploughed and planted with winter corn, but that the path has not been reinstated.

Cllr. Graveson commented on the unsatisfactory level of litter on some of the verges and roads around the parish. It was noted that SERCO can be contacted on the following telephone number (0800 0319091) to collect excess litter and clear instances of fly-tipping.

It was again noted that a meeting with the Tree & Pond Wardens will be arranged when all personnel are available.

The next footpath walk will be on Sunday 13th January 2008 at 2.00 p.m. from St. Mary's Church lych-gate.

(e) Amenities.

Cllr. Dungay again questioned whether Chartham Sports Club had received the grant application money for a new set of goal posts which are due to be erected on the Memorial playing field. The Clerk confirmed that the money has been sent to the Sports Club by the Kent Community Foundation Local Network Fund and that he had contacted Bryan Taylor from Chartham Sports Club, who had agreed to reinstate the goal posts by the end of the month.

It was noted that Cllr. Butcher had reported a major problem with 'dog fouling' on the pavements at Shalmsford Street. The issue has been reported to the KCC Community Warden and the Police Community Support Officer.

Discussion had taken place regarding the provision of notice boards at the village hall car park and it was noted that there is money available for such items. A formal decision has to be made by the Parish Council on how the car park will be run, but this should be made when the car park is resurfaced and re-lined.

Cllr. Weatherall reported that there was interest shown by parishioners at the recent 'Open Day', on the request for volunteers to help run a youth club at the village hall. It was noted that there is still brand new play equipment and associated games held in storage for use by any youth club to be established. The Clerk will contact CCC and obtain current legislation relating to the setting up of a Youth Club Constitution, CRB checks and Child Protection issues.

It was reported that the Clerk, Cllr. Dawes and Cllr. Dungay had today visited the BMX track and ball court site at Hersden Community Centre, which is extensively used and is an excellent facility to model any proposed project on. The issue will be discussed further at the next Amenities Committee meeting.

The Clerk raised the issue of two e-mails received from Chilham and Wye Parish Councils, regarding the proposed train service cuts on the Canterbury to Ashford line. Chilham Parish Council has urged all Parish Councils that have interests in the proposed cuts to get together and show a united front to fight the proposed reduction in services. Cllr. Dungay has volunteered to attend any meeting on behalf of the Parish Council, and Cllr. Goff also volunteered his services.

The issue of updating the Parish Emergency Plan was raised again. The Clerk noted that he had obtained draft 'proforma' details from both KCC and CCC on their current plans, and these could be utilised to update our own emergency plan which has not been amended since September 1992. Cllr. Dawes has volunteered to help update the plan and Cllr. Jeffries also volunteered his services. Cllr. Doyle stated that Chartham Primary School has an emergency plan, and it was suggested that we contact the school for a reference copy.

(f) No Man's Orchard Management Committee

It was reported that the next meeting of the No Man's Orchard Management Committee will be on Wednesday 23rd January 2008.

(7) SPORTS PAVILION/PLAY AREAS.

The Clerk noted that we are now awaiting feedback from the Football Foundation to our grant application, which could take up to four/five months.

The Clerk reported that repairs are required to the 'Junior' play area at St. Augustine's where the wooden 'swing barriers' have rotted and several of the posts have had to be removed from the site on safety grounds. The play area manufacturers RSS Playmakers have twice been contacted regarding undertaking the repairs and are due to visit the site within the next two weeks.

(8) VILLAGE HALL UPDATE.

The issue of a lack of lighting at the village hall car park was discussed. The Clerk stated that he had recently spoken to CML the electrical contractors for the village hall and had asked them to provide quotations for reinstating the car park lighting, providing a timer for the outside security lights and to provide an annual maintenance contract to cover all the lighting at the hall. The Clerk noted details of the quotations received, stating that CML will undertake a full survey of the lamps and lamp posts as one light was noted to be broken. It was agreed that we should return to CML and ask them to proceed with works relating to the reinstatement of the car park lighting and the fitment of a timer for the outside security lights. The Clerk will also ask CML if they can fit a meter to calculate the cost of the car park lighting separately from the rest of the hall. A quotation for a maintenance contract will be provided in due course.

Cllr. D. Frost had requested that in his absence the Parish Council consider reserving 12 spaces for commuters in the village hall car park, and then levying an annual charge for the privilege. The idea was discussed but it was agreed that no decision would be made on 'charging' for car parking spaces until the car park is resurfaced and re-lined. The problem of 'enforcement' is also a major stumbling block concerning the car park.

It was reported that the Parish Council is still awaiting a progress report from Clagues on the 'snagging' list and contested Architectural Instructions.

(9) HIGHWAY PROBLEMS / POLICE LIAISON.

Highways:

The Clerk noted an e-mail received from CCC relating to the 'Parking Regulation Review 2007' and a proposal from a resident of The Green at Chartham, to have a 'limited waiting' regulation on both sides of Parish Road, from The Old Stables to Juniper Cottage. Discussion took place regarding the proposal and it was thought that it would only make the issue of parking in the area worse as it would just move parked vehicles to the other side of The Green. It was suggested that vehicles should be encouraged to use the nearby village hall car park.

It was noted that the street lights that are not working at Bolts Hill and The Hyde have again been reported to Kent Highway Services along with the fallen/vandalised road sign just up from 'Pickett's farm' at Rattington Street. It was noted that when the road sign was reported again to KHS, they had the work noted as 'completed' in November 2007.

The Clerk read out an e-mail from a resident at Chartham Hatch regarding the problem of HGV's driving through the village from the motorway, endeavouring to reach Newmafruits. The Parish Council noted that this is a long standing problem which has been reported to Kent Highway Services and also reported to Cllr. Dixey last year. It was agreed that further signage on the A2 would help the problem along with better directions being given to lorry drivers by local businesses. It was agreed that Cllr. Doyle will contact KHS to ascertain what the current situation is regarding new signage. The Parish Council will also write to KHS to ascertain their comments and proposals on the issue. It was also suggested that we ask KCC Cllr.J.Simmonds to contact KHS regarding the matter.

Cllr. Goff raised the issue of inconsiderate parking at River Court, with cars noted as parking on the pavements and opposite other cars, thus blocking access to River Court by Emergency vehicles. Photographs of some of the offending cars have been passed on to the Police Community Support Officer and KCC Community Warden. It was suggested that notes could be placed on the offending cars windscreens. Again, it was noted that these vehicles could park in the village hall car park.

The Clerk updated members on a recent discussion he had early in the day with KCC Cllr.J. Simmonds. It was noted that the adoption of phase 1 of the roads and lights at St.Augustine's was imminent, with phase 2 being due for adoption in the Autumn. It was also reported that an agreement had been worked out with Kent Highway Services to undertake repairs to the pavements at lower Shalmsford Street. The work is currently in the process of being scheduled.

Police Liaison:

The Police Community Support Officer wished a 'Happy New Year' to all members from all at Kent Police.

The PCSO then outlined the problems encountered by the Police in the parish over the past six months, also noting recent vehicle crime at Cockering Road and Brice Avenue, the crushing of nuisance motor-cycles and the cannabis farm discovered at Stour Close. It was reported that there had been a number of rural break-ins and robberies recently, but mostly in surrounding areas. These incidents are currently being investigated.

It was noted that there is to be further 'Speedwatch' volunteer training on the 24th February 2008 for any new members.

It was also reported that CCC Parking Attendants will be on patrol around the parish in the coming weeks.

It was reported that the Bottle Bank has recently been noted as being full on several occasions and that people are still leaving large numbers of empty bottles which are then smashed and cause a Health & Safety problem. It was suggested that until new Bottle Banks can be erected empty bottles should be taken to other facilities in Canterbury.

(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. Barlow and Cllr. Dawes.

(11) DATE OF NEXT MEETING

Next Meeting confirmed as **Tuesday 12th February 2008** at 7.30 p.m. at The Village Hall, Station Road, Chartham, Nr Canterbury, Kent CT4 5PW.

(12) CLOSURE

There being no further business the meeting closed at 09.47 p.m.

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