



TO ALL COUNCILLORS

27<sup>th</sup> March 2019

**THERE IS TO BE A MONTHLY MEETING OF THE ABOVE PARISH COUNCIL ON MONDAY 1<sup>st</sup> APRIL 2019. IT WILL BE HELD IN THE VILLAGE HALL STARTING 7.30pm.**

**YOU ARE HEREBY SUMMOND TO ATTEND.**

**THE AGENDA IS AS FOLLOWS:**

**66/19 To record those present and list any apologies.**

**67/19 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.**

*A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.*

*A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.*

*Councillors may also declare a voluntary interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration, unless this has been discussed with the clerk prior to the meeting.*

**68/19 To note and agree minutes of**  
a) The March 2019 PC meeting.

**69/19 To consider any matters arising from the Minutes not on the agenda elsewhere.**

**70/19 Public Contribution**  
*(For members of the public to ask questions – This item will last no more than 15 minutes)*

**71/19 Finance**

- 1) To **agree** invoices and sign cheques  
*(A list will be handed out at the meeting if not circulated prior)*
- 2) To **discuss** and **agree** grant application received from Elham Residents Association.
- 3) To **discuss** and **agree** grant application received from Elham Primary School.
- 4) To **discuss** and **agree** the Asset Register.

**72/19 Policies**

- 1) To **discuss** and **agree** adoption of Complaints Policy and Complaints form.
- 2) To **discuss** and **agree** adoption of Grand Award Policy and Grant form.
- 3) To **discuss** and **agree** adoption of Social Media Policy.

**73/19 Employment Committee**

- 1) To **discuss** and **agree** the Clerks salary increase in line with 2019/2020 National Salary Award.
- 2) To **discuss** and **agree** the Clerk attending the Audit Workshop.

**74/19 To hear** verbal reports from

- 1) County Councillor – Susan Carey
- 2) District Councillor – Stuart Peall
- 3) Community Warden – Gary Harrison

**75/19 Correspondence**

- 1) To **note** any correspondence received and **agree** any actions.

**76/19 Maintenance**

- 1) To **discuss** and **agree** the cleaning of the bus stop.
- 2) To **discuss** and **agree** cleaning of the 2 Elham (Plan) noticeboards.

**77/19 Recreational**

- 1) To **discuss** and **agree** the lease for The Gore.
- 2) To **discuss** and **agree** the future logistics of recreational grounds.

**78/19 Planning**

- 1) To **note** the receipt of received applications and **agree** comments  
Y19/0245 – The Old Vicarage, Vicarage Lane, Elham – Crown lift to 8 meters from ground level of three beech trees situated with a conservation area.  
Y19/0248 – Outline application for the erection of 3 x detached dwellings including detailed consideration of access (a short re-alignment of Duck Street) and layout, all other matters reserved.
- 2) To **note** any decisions made by Folkestone and Hythe District Council.  
Y18/1331 – The Cottage, Cock Lane, Elham - The Cottage, Cock Lane, Elham - Refurbishment of existing residential outbuilding to form ancillary accommodation, including the installation of dark stained timber cladding to all elevations, installation of x1 white wooden window to west elevation, x5 windows to the north elevation, x1 door to the north elevation and x2 rooflights to the south facing roof slope.  
Y19/0020 - 10 Cherry Gardens, Elham, - Erection of a first floor side extension.  
Y19/0083 - Hoath House Old Road Elham Canterbury Kent CT4 6UH - Felling of a Norway Spruce situated within a conservation area followed by the planting of Hazel, Silver Birch and Blackthorn .  
Y18/1296 – Lower Court, Shuttlesfield Lane, Ottinge - Erection of an extension to be used as an entrance hall to join the main dwelling and existing garage, erection of external walls to the existing garage and boiler room to allow the garages to be used as a utility room, erection of a porch to the existing barn, installation of gates in existing boundary walls along with the installation of a tennis court and an external swimming pool and detached pool house building.  
Y18/1297 – Lower Court, Shuttlesfield Lane, Ottinge - Listed Building Consent for the erection of an extension to be used as an entrance hall to join the main dwelling and existing garage, erection of external walls to the existing garage and boiler room to allow the garages to be used as a utility room, use of part of the

existing barn as a boot room along with the erection of a porch and associated internal works, along with the insertion of internal walls to subdivide the existing family room to provide a home gym.

**79/19 Chairman's & Councillors Report**

*(Please note, no decisions can be made on items under this heading).*

**80/19 Date of next meeting and Close**

**Signed**

Clairz Greenwood

**Parish Clerk**