



**MINUTES OF ORDINARY MEETING OF THE PARISH COUNCIL HELD ON
MONDAY 6th JANUARY 2020 AT 7.30PM.**

01/20 To record those present and list of apologies

Those Present: Councillors: E Arnold Newing (Vice Chair), B Swan, G Clements, K Percival, S Peall, K Scott, 17 members of the public and the Clerk.

Apologies: Were received from Cllr K Lamb – Chairman, K. Allen and C. Stanyon.

02/20 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

None were declared.

03/20 To note and agree the minutes of meeting.

1. The minutes of the Ordinary meeting of the Parish Council on 2nd December 2019 were **agreed** and **signed as a true record**.
2. The minutes of the Community and Amenities meeting on 16th December 2019 were **agreed** and **signed as a true record**.

*It was **agreed** that item 11/20 Planning would be discussed after item 06/20.*

04/20 Chairman's Report

It was fantastic to see the Gore being used for a charity football match on 31st December, organised by James Francis in aid of Prostate Cancer, it was a great turn out and £150.00 was raised. We are looking forward to seeing more events take place at the Gore in the future.

05/20 Public Contributions

A resident asked, during agenda item 06/20 will the members of the public be invited to speak. The Chairman of the meeting agreed that the public would be invited to ask relevant questions.

Two residents reported that they have concerns regarding the condition of the trees, two in particular, on Elham Valley Way (near The Orchards). It was only last year that one of the trees had to be removed before it fell. It was discussed that the Clerk would arrange a meeting with the Tree Officer at FHDC to discuss the trees. The Clerk will liaise with the residents concerned.

06/20 Telephone Mast

The draft copy of the questionnaire was issued to all Cllrs present.

As requested by a member of the public the questions were read to the room.

A member of the public asked, when the results are received will this information be used by the Parish Council to help make their decision. The room was advised that this information will guide the Parish Council in their decision should a planning application be received.

A member of the public asked, once all the responses are received will the Parish Council commit to publishing the results / summary of the responses received. The room were advised that once the information is received and collated a summary will be published.

It was **proposed** and **agreed** to approve the questionnaire, after minor amendments to the layout and each copy being numbered. It was **agreed** that the questionnaire will be hand delivered with the request to be returned two weeks after delivery date, which is to be set. The Parish Council are happy to receive scanned / emailed completed questionnaires.

Item 11/20 Brought forward

11/20 Planning

1. The receipt of received applications was **noted** and comments **agreed**:
Y19/1351 - 1 Railway Cottages, Duck Street, Elham, Canterbury, Kent CT4 6TP - Section 73 application for variation of condition 2 (submitted plans) for application number Y19/0578/FH date of decision 16/08/2019. **Resolved: No objection or comments, 5 councillors voted and 1 abstained.**
Y19/1378/FH - Elham Methodist Church, High Street, Elham, Canterbury, Kent - New disabled parking bays and addition of external platform lift to side elevation. **Resolved: After a discussion, including members of the public, the voting was as follows: 6 votes against, therefore the motion to object was carried.** The following reasons were agreed: a) Elham Parish Council object to the proposed disabled parking bays as they would obstruct the public highway which is used for pedestrian and vehicle access. The displacement of pedestrians would force them to walk along an 8m strip with no kerb next to the road at a point of maximum traffic congestion thus infringing their safety.
b) The proposed disabled parking bays would obstruct vehicle access to 6no. properties.
c) From the information provided, Elham Parish Council object to the installation of the lift due to its accessibility. We consider the drawings fail to show whether the installation would even be realistically functional, and in addition, it would be a hazard in the event of having to leave the building in an emergency. It is also questionable whether exits would be sufficiently wide enough in the event of fire.
2. It was **noted** that an appeal letter had been received for planning application Y19/0614/FH – Bankside, High Street, Elham, Creation of a new access onto a classified road (High Street) to allow the existing hard-standing to be used as off street parking for 2no. vehicles.

3. The following decisions made by Folkestone and Hythe District Council were **noted**: None were received.

07/20 Little Stour & Nailbourne River Management

A report received from the Secretary of the Little Stour & Nailbourne River Management Group dated 28th December 2019 was read to the room. No action is necessary at the present. The next Little Stour & Nailbourne River Management Group meeting is on 10th January.

08/20 Community and Amenities

1. **VE Celebrations** – Cllr Scott reported that there is a meeting for village organisations and all other interested parties to formulate a strategy for delivering celebrations in Elham for VE Day on Wednesday 8th at 7.30pm in the Pavilion at The Gore.
2. **The Gore** – Cllr Scott advised the room, that the draft proposal for funding from KCC needs revisiting, it was **agreed** to defer this agenda item until the C&A Committee meeting on Monday 16th March 2020.
3. **Communications** – We are actively working on our communications methods to allow the Parish Council to effectively communicate with all parishioners. We have reviewed the Parish Council website and are working with Richard Hinds to create a website that will send out links and hard copies of communications to parishioners. This will require parishioners signing up to the service. The target we are aiming to achieve is to get 80% of the parishioners registered on the site within the next two years.
4. **Climate Crisis** – The draft strategy is currently being reviewed, once completed it will be re-issued. Communications is a key element for Climate Crisis.
5. **Burial Ground** – It was agreed that due to the weather conditions arranging the tidy up of the burial ground would be deferred until the Ordinary meeting of the Parish Council on Monday 3rd February meeting.

09/20 Consultations

1. Transport for South East: draft transport strategy consultation – It was **agreed** that no action was required.
2. The Landscapes Review: AONBs and National Parks (also known as The Glover Review) – it was **agreed** that no action was required, and that Cllrs could respond as individuals should they wish.
3. The Core Strategy Review Submission Draft 2019 Consultation on Revised Housing Requirement (Planning and Compulsory Purchase Act 2004 and Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012) – It was **agreed** that no action was required.

10/20 County Councillors Report

Cllr Carey reported that

- KCC have launched a Consultation, Your future, Our Priority. The 5 Year Plan is the flagship strategy for Kent County Council. It unites the Council with clear outcomes and objectives. The 5 Year Plan has been brought together by working with and listening to our residents, young people, local businesses, the voluntary and community sector and staff. The consultation will run from 6 January to 17 February 2020.

- Highways England have confirmed that Operation Brock is to be removed, this will be removed within the next four weeks. Operation Stack will come back into force should we encounter disruption with weather etc.

District Councillors Report

Councillor Peall reported:

- FHDC have launched their Budget Consultation 2020/2021. The closing date for comments is Friday 24th January 2020.
- FHDC are launching a consultation on Travellers. The closing date for this consultation is the 4th March 2020.
- Planning application service online will be unavailable until 16th January due to changing to a new system.

12/20 Correspondence

1. Correspondence was received and action **agreed**. See appendix 1.

13/20 Finance

1. It was **agreed** that the November accounts were a **true record** and were **signed** by the Chairman of the meeting.
2. It was **agreed** that the November reconciliation was a **true record** and was **signed** by the Chairman of the meeting.
3. It was **noted** that all Cllrs present received the December accounts.
4. It was **noted** that all Cllrs present received the December bank reconciliation.
5. The invoices were **agreed**, and payments were **approved**. See appendix 2.

14/20 Date for next meeting & Close

The next Ordinary meeting of the Parish Council will be on 3rd February 2020.
There being no further business the meeting closed at 8.55pm

Appendix 1
December Correspondence for the January meeting

Date	From	Contents	Action Required
02/12/19	EVNL	Inserts into newsletter	Informative.
02/12/19	FHDC	FHDC Core Strategy review submission draft 2019.	Agenda item.
03/12/19	Elham Allotments	Water readings.	Clerk to action.
09/12/19	Age UK	Contact.	Clerk to action.
09/12/19	FHDC	Tax Base 2020.	Informative.
10/12/19	FHDC	Revised Tax Base 2020.	Informative.
22/12/19	K. Simmonds	FOI .	Clerk responded.
30/12/19	Resident	Wingmore Caravan Park.	Clerk to respond.
03/01/20	K. Simmonds	FOI.	Clerk to respond.

Appendix 2

December invoices for approval at January 2020 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
Clerk salary **	ONLINE	£953.43		£953.43	December salary
Clerks expenses *	ONLINE	£56.39		£56.39	December Expenses
HMRC **	ONLINE	£74.54		£74.54	National Insurance
NEST ***	Direct Debit	£35.42		£35.42	November Pension
NEST ***	Direct Debit	£52.44		£52.44	December Pension
Viking	ONLINE	£39.34		£39.34	Stationery
Elham Village Hall Association	ONLINE	£102.00		£102.00	Room Hire
S.Elgar	1461	£29.00		£29.00	Gore Maintenance Grounds
Harmer and Sons	ONLINE	£6,810.00	£1,135.00	£5,675.00	Maintenance
Gopak	Debit Card	£386.16	£64.36	£321.80	Ward Grant
123 reg.	Debit Card	£35.97		£35.97	Domain renewal
TOTAL		£8,574.69	£1,199.36	£7,375.33	

* Bacs / Card payment authorised by 2 Councillors

** Bacs / card payments authorised by 2 Councillors prior to meeting

*** Nest Direct Debit set up agreed with February 2019

© transaction authorised by Chairman prior to meeting