



**DRAFT MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON
MONDAY 7th SEPTEMBER 2020 AT 7.30PM.**

138/20 Those Present:

Councillors: K Lamb (Chairman), E Arnold Newing (Vice Chair), G Clements, B Swan, C Stanyon, K Allen, K Scott, C Chapman and the Clerk.

Apologies: Cllr S Peall.

139/20 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

Agenda item 150/20 (1) - 20/0747/FH – Cllr Arnold Newing declared a pecuniary interest.

140/20 To note and agree minutes of (*will be signed in person by the Chairman at the next available opportunity.*)

1) The minutes of the Ordinary meeting of the Parish Council of 3rd August were **agreed** with the below amendments on the request of Cllr Stanyon and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.

117/20 Chairman's report - Parishioners have raised their concerns about who is behind "Connect Elham" and why they are now objecting to this application ***amended on the request of Cllr Stanyon to Parishioners have raised their concerns about who is behind "Connect Elham" and why they are suggesting a more holistic solution is possible.***

127/20 – Elham Village Hall/Newsletter – Following a meeting between the Chairman and the Elham Village Newsletter it was agreed that Cllr Lamb and Swan would attend a further meeting to discuss what the newsletter require from the Parish Council and how the Parish Council could assist them, ***amended on the request of Cllr Stanyon to Following a meeting between the Chairman and the Elham Village Newsletter it was agreed that Cllr Lamb and Swan would attend a further meeting to discuss how the Parish Council could assist them.***

141/20 Chairman's Report

The works to the pavilion and the entrance to The Gore need to be completed. There will be a working party where all volunteers are welcome.

142/20 Public Contribution

There were none.

143/20 Staffing Committee

Further to the Clerks appraisal at the Staffing Committee meeting on 7th September 2020 the Full Council **agreed** to the Staffing Committees recommendations of:

- The Clerk to remain on increased hours until the next Staffing Committee meeting in March 2021.
- The Clerks salary will increase inline with the National Salary Awards. This increase will be backdated to April 2020 as agreed September 2019 minute ref: 192/19.

144/20 Highways Committee

Following a site meeting with KCC Highways Steward on Friday 21st August, the following works have been agreed:

- Works to take place on a 28-day work stream: Double yellow lines to the War Memorial / The Row, the refreshing of 30 mph roundels to both ends of the village, the refreshing of lines to the High Street, the double yellow lines to the Vicarage Lane/ New Road junction (by the school), refreshing the No Entry to St Marys Road.
- It was agreed that KCC Highways will monitor the bank / verge adjacent to Brogdale, High Street, if substantially damaged they will consider their options.
- The No Entry sign to Cullens Hill is to be replaced.
- The No Entry sign at the junction of St Mays Road and The Square is to be replaced.
- It was agreed that a site meeting will take place to discuss the eroding of the highway adjacent to boundary hedge of Parsonage Farm.

145/20 Communities and Amenities Committee

It was reported that the new website will go live within the next week. Initially this will resemble the previous website, with further discussions to take place regarding the integrated communications ‘hub’.

146/20 Environment Working Group

King George V – The Ash, Silver Birch and Sumacs have been felled.

A planting scheme for the North end area has been designed by Hugh Buckhurst, Sylvia Scott and Karen White of Elham Gardening Society and Alfie Gay who is from the White Cliffs Countryside Project. The remit given to the group was that the planting scheme needed to be child-friendly, wildlife-friendly and low maintenance. The scheme will be shown to Play for Elham for their comments. If Play for Elham agree and approve the scheme, costings will be collated and put to the Parish Council. The planting would take place between November and February. Thank you to all involved.

We are trying to plan a Family Environment Day in the Spring.

We have been granted 840 saplings by Woodlands Trust; we will need to arrange the planting of these.

147/20 Telecomms Committee

After a brief discussion regarding the transparency of groups representing the community, it was **resolved** that a Telecomms Committee would be formed. The

Committee will be members of the Council and non-council members. It was agreed that Cllr Lamb, Clements, Stanyon and Swan would be Council members.

148/20 Terms of Reference

- 1) It was **agreed** to adopt the Terms of Reference for :
 - i. The Staffing Committee
 - ii. The C & A Committee with a minor amendment.
- 2) It was **agreed** to adopt the Terms of Reference for Wellbeing Committee.

149/20 Policies

It was **agreed**, with the minor amendment, to adopt the Social Media Policy.

150/20 Planning

- 1) The receipt of received applications was **noted** and comments **agreed**:
20/1091/FH - Extension to barn - Little Droveaway, Droveaway, Stelling Minnis. **Resolved: No objections / comments.**
20/0747/FH - Kings Arms, The Square - Proposal for single storey rear extension, new toilet facilities within existing outbuilding and refurbishment works to include hotel rooms to the first floor. **Resolved: To object with the following comments - Elham Parish Council objects to this planning application due the adverse impact that the increase of off-site car parking would have on the village. Car parking would be generated for ten hotel rooms, a manager's bedsit and associated additional staff and no provision is being made on site for this. The village already has a problem with car parking capacity and this development would have an unacceptable, adverse, knock-on effect to the surrounding streets. The Parish Council notes that, in section 16 of the planning application, it says that no trees are affected, whereas it appears that a significant acer would have to be removed. Also, that in section 19 it says that there is no new residential accommodation whereas the proposed development includes a manager's bedsit in part of the additional buildings.**
- 2) To **note** receipt of received application since the agenda was issued and **agree** comments.
20/0994/FH – Boyke Bungalow, Boyke Lane, Rhodes Minnis - Demolition of existing semi detached bungalow and erection of detached 3 bed chalet bungalow. Demolition of existing garage and erection of new detached garage as a replacement. Re-model of drive to facilitate parking and turning. **Resolved: No objections / comments.**
- 3) Decisions made by Folkestone and Hythe District Council were **noted**:
20/0730/FH - The Well House, St Marys Road, Elham -The Listed Building Consent for removal of lift, removal of wall, reinstatement of a partition wall to allow original door to be reused. Removal of stud work encasing the stair and associated door forming the fire regulations to the lift. **Approved with conditions.**
20/0652/FH - Hornsdown Cottage, The Row, Elham - conversion of roofspace and extension to an existing garage building. **Approved with conditions.**
20/0852/FH - The Oast, Fir Tree Hill, Bladbean - Proposed replacement single storey extension. **Refused - The proposed contemporary style of windows, glazing and doors proposed would contrast with the traditional features of the host building and would appear out of keeping. The proposed extension**

would harm the character and appearance of the existing building, the character of the street scene, the surrounding countryside and the AONB, contrary to Local Plan Review Policies BE1, BE8, CO1 and CO21, Core Strategy Policies DSD and CSD4, Emerging Local Plan Policies HB1, HB8, NE3 and HE1, and Core Strategy Review Submission Policies SS1 and CSD4.

20/0859/FH – New Road, Elham – Works to trees covered by TPOs. **Approved with conditions.**

20/0558/FH – Little Orchard, Exted Hill – Change of conservatory to dining room and new front porch to replace existing. – **Approved with conditions.**

Y19/0248/FH – adj Land Railway Cottages, Duck Street, Elham – further to a FHDC Planning and Licensing Committee meeting on 25th August 2020 it was **resolved : To refuse planning permission on the grounds that the application site is outside of the settlement confines, within AONB and as such would result in harm to the character of rural area.**

151/20 Consultations

- 1) The receipt of the Inspectors Report to the People and Places Policy was **noted**.
- 2) The receipt of KALC / NALC response to the Local Governments Association (LGA) consultation on a new model Member Code of Conduct was **noted**.
- 3) It was **agreed** that Elham Parish Council would not be submitting a response to The Kent Downs AONB draft Management Plan 2020-2025 consultation.
- 4) It was **agreed** that Elham Parish Council would not be submitting a response to the England Tree Strategy - Defra - Citizen Space consultation.
- 5) It was **agreed** that a working group would compose a response to the Governments 3no. consultations on reform of planning:
 - i. [Changes to the current planning system](#) and agree response if required (deadline 1st October 2020).
 - ii. [Planning for the future](#) - the planning white paper (deadline 29th October 2020).
 - iii. [Transparency and competition: a call for evidence on data on land control](#) (deadline 29th October 2020).

152/20 Finance

- 1) The virement of £1728.62 from ringfenced C&A to Grant Expenditure 19/20 budget provision was **agreed**.
- 2) The August 2020 invoices were **agreed**, and payments were **approved**. **Please see appendix 1.**

153/20 Verbal reports received from

*(Please **note** received reports will be included in the minutes)*

- **County Councillor – Susan Carey**

A reminder to everyone that we set the date of Saturday 26th September for our annual Streamclean of the Nailbourne to reduce the flood risk in advance of the winter rains. Please join me from 10 am and bring wheelbarrows if you can, other equipment is provided.

On Thursday 10 September the County Council will meet to agree changes to our budget for 2020/21. It is unprecedented for us to do this but our income has been hit and our costs increased by the pandemic. Whilst we have received support from the

Government it is not enough to meet the expected gap of £36,3m. There are only a few areas where we can find such short-term savings. Looking ahead to our budget for 2021/22 the challenge is even greater. Social services now account for over half our spending and with those over 85 the fastest growing age group in the country we expect demand for social care will continue to grow.

There are still some reasons to be cheerful. In my own area of responsibility at KCC we are making progress on reducing carbon emissions and cost. We have two targets. For our own services and estate we have an accelerated target of Net Zero by 2030 and for Kent as a whole we are aligned with the Government's commitment of Net Zero by 2050. A district heat project (using heat from the River Medway), solar panels on our own buildings and a switch to LED lights in our buildings and for highways bollards and signs are all saving money and reducing carbon emissions. We have just launched a group buying scheme for Kent householders and community buildings called Solar Together which uses KCC's procurement expertise to get the best price from reputable Kent solar panel businesses. We also have an Electric Vehicle Charging Point scheme (you should have received a letter about this) for community buildings/car parks.

Also in my area of responsibility, I'm pleased to report that we are raising the number of reservations each household can make at a Household Waste Recycling Centre from two per household per month to four and increasing the slots available at our busiest sites (including Folkestone).

You will have seen in the news that KCC is in breach of its statutory duty to care for Unaccompanied Asylum-Seeking Children. The numbers arriving in Kent this year have used up all available social workers, foster parents and accommodation. We will continue to care for those already in our care and for citizen children in Kent who need taking into care but we have told the Home Office that we can no longer safely take any further UASC arrivals.

There have also been reports in the media about local government re-organisation - amalgamating districts and counties and ultimately having regional mayors. My own view is that this is an unwelcome distraction at a time when we are both trying to recover from the effects of the pandemic and prepare for Brexit. I will share news on this if and when it develops.

Susan Carey
Member for Elham Valley, Kent County Council
District Councillor, North Downs West, Folkestone & Hythe District Council

- **District Councillor – Stuart Peall**

No report was received prior to the meeting or in District Councillor Peall's absence.

154/20 Memorials

After a brief discussion regarding memorials for George Palmer and Ken Percival it was agreed this would be deferred for enquiries to take place regarding locations a memorial could be sited.

155/20 King George V

It was **agreed** to instruct Wraights to remove the Berberis to the North end of the King George V at the cost of £216.00.

156/20 Burial Ground

- 1) After a brief discussion, it was **agreed** that a working party tidy up will take place on Sunday 4th October 2020.
- 2) It was **agreed** Elham Parish Council would subscribe to ICCM for 2020/21.

157/20 Elham Village Hall/Newsletter

After a brief discussion it was **agreed**, in principle, that the Parish Council would make a contribution via a grant. The amount is to be agreed at a later date once costings are received from the Editor of the newsletter.

158/20 Churchyard

An update was received from Cllr Chapman following the site meeting on 4th August 2020.

The Church Warden advised the room that regarding the relocation of the headstone, an application has been submitted for the amendment of the planning permission granted.

159/20 Correspondence

The receipt of the below correspondence was **noted. Please see appendix 2.**

160/20 Date of Next meeting and Close

An Ordinary meeting of the Parish Council will take place virtually on Monday 5th October 2020 at 7.30pm.

There being no further business the meeting closed at 10.29pm.

Appendix 1

August invoices for approval at September 2020 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF	ONLINE	£29.25	£0.00	£29.25	The Gore, Elec.
NEST	Direct Debit	£32.20	£0.00	£32.20	Clerks Pension
Clerk salary **	ONLINE	£919.96	£0.00	£919.96	August Salary
Clerks expenses *	ONLINE	£58.38	£0.00	£58.38	August Expenses
HMRC **	ONLINE	£50.92	£0.00	£50.92	National Insurance
ICO	Direct Debit	£35.00	£0.00	£35.00	ICO
Daley Waste	ONLINE	£200.00	£0.00	£200.00	The Gore, skip
Wraights	ONLINE	£456.00	£76.00	£380.00	Felling of trees KGV
Amazon **	Debit Card	£28.08	£0.00	£28.08	Burial Register
DCM Pest Control **	ONLINE	£35.00	£0.00	£35.00	Pest Control
TOTAL		£1,844.79	£76.00	£1,768.79	

* 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

Appendix 2

Date	From	Contents	Action Required
03/08/20	Resident	Contents of the newsletter	Clerk responded.
04/08/20	Resident	Wildlife ecology in St Marys Church	Clerk to respond.
07/08/20	KALC	Updated regulations regarding remote meetings	Informative.
12/08/20	Hopkins +	AED Aftercare visit	Informative.
13/08/20	PKF Littlejohn	Receipt of AGAR 2020	Informative.
14/08/20	Resident	Speed sign to Collards Lane	Clerks reported to KCC via portal.
19/08/20	Rural Kent	Membership details.	
19/08/20	Resident	Response to Clerks reply to email 3/8/20	
24/08/20	Elham Valley Walkers	Renewal of Parish Council grant application.	Clerk to respond.
26/08/20	KALC	Online KALC/CPRE Kent Planning virtual information event 11/9/20	Clerk to action.
26/08/20	FHDC Enforcement	20/0166/CM Abbots Fireside	Informative. To be reported under Planning.
26/08/20	FHDC Enforcement	20/0210/CM St Marys Church	Informative. To be reported under Planning.
27/08/20	KALC	KCC electric vehicle charging point	Clerk to action.
28/08/20	FHDC Enforcement	20/0210/CM St Marys Church	Informative. To be reported under Planning.
28/08/20	FHDC Community Development	Elham Valley Walkers application	Informative.
02/09/20	KCC Highways	CC. email to FHDC re yellow lines	Informative. To be reported under Highways.
02/09/20	KCC Highways	VCO to Bankside	Informative.
02/09/20	KCC Highways	Bank to High Street	Informative. To be reported under Highways.
02/09/20	FHDC	Response to KCC Highways email	Informative. To be reported under Highways.
02/09/20	Resident	Telecomms Mast	Clerk to respond.
02/09/20	Woodlands Trust	Delivery	Informative.
02/09/20	KALC	Dynamic Councillor training	Clerk to action.
03/09/20	Resident	20/0747/FH Kings Arms	Informative.
04/09/20	Resident	20/0747/FH Kings Arms	Informative.
06/09/20	Elham Valley Walkers	Previous grant application.	Clerk to respond.
06/09/20	Resident	Works to the Abbots Fireside.	Clerk to respond.
06/09/20	Resident	Lighting to Vicarage Lane, Elham.	Clerk to action.

