



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

226/20 Those Present:

Councillors: K Lamb (Chairman), G Clements, B Swan, C Stanyon, S Peall, K Allen, C Chapman, 6 members of the public and the Clerk.

Apologies: Cllr K Scott apologies were accepted. Cllr E Arnold Newing (Vice Chair) no apologies received.

227/20 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.

228/20 Public Contribution

There were no contributions from members of the public.

229/20 To note and agree minutes of (*will be signed in person by the Chairman at the next available opportunity.*)

- 1) **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 2nd November 2020 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.
- 2) **Resolved:** The minutes of the C&A Committee meeting of the Parish Council on 16th November 2020 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity
- 3) **Resolved:** The minutes of the Wellbeing Committee meeting of the Parish Council on 25th November 2020 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.

230/20 Chairman's Report

Thank you to Folkestone and Hythe District Council for the new litter bins, one is located by the Methodist Church Hall and one by the Well.

We have received correspondence from the Mayor of Gruson, near Lille, wishing to discuss the possibility of Twinning with Elham. We will discuss this further in the New Year.

A reminder that the Environment Working Group have organised a Tree Planting Day, it is this Sunday, meeting at The Gore at 10am. There will be refreshments afterwards.

Sadly, Cllr Kevin Scott, due to personal circumstances, has tendered his resignation. Kevin was concerned that due to his work and personal commitments he would not be able to give the attention he wished to his role of Councillor. Thank you, Kevin, for all the time and effort you gave to the Parish Council.

231/20 Telecomms Committee

Resolved: The inaugural meeting of the Telecomms Committee will take place at 7.30pm on Wednesday 6th January 2020.

232/20 Wellbeing Committee

The Wellbeing's current initiative is starting a Foodbank to combat food poverty in the parish itself. This is not just aimed at the children, which several organisations do, this is aimed at all demographics of the village. The deposit point will be in Elham Valley Store main entrance. The food will be distributed at the discretion of Reverends of the Parish and the school.

We are also touching on the potential loneliness of people during the festive period.

233/20 Environment Working Group

Following a discussion regarding the revised proposed planting scheme for the King George V playing field, it was **resolved** that the EWG will obtain a further quotation of the new plants. As to not hold up the physical planting, it was **agreed** that a maximum spend of £550 for the whole planting scheme would be allocated to C&A 20/21 budget provision.

A member of the EWG suggested that it would be a nice idea to have an article and photos of the agreed planting taking place in the February 2021 newsletter.

EWG are planning a Family Environment day, no date set at present. All the ideas for this event will be discussed at the next EWG meeting.

We would welcome additional members to the EWG, if residents feel this is something, they would like to get involved in.

234/20 Finance

- 1) The 2019/20 External Auditors report and certificate were reviewed. **Resolved** that no action is required.
- 2) **Resolved:** that the October 2020 accounts were a true record and are to be signed by the Chairman of meeting at the next available opportunity.
- 3) **Resolved:** that the Bank Reconciliation from October 2020 was a true record and are to be signed by the Chairman of meeting at the next available opportunity.
- 4) It was **noted** that all Councillors received the accounts for November 2020.
- 5) It was **noted** that all Councillors received the Bank Reconciliation for November 2020
- 6) **Resolved:** The November 2020 invoices were **agreed**, and payments were **approved**. *See appendix 1.*

235/20 Planning

- 1) The receipt of received applications was **noted** and comments **agreed**:
- i. 20/1654/FH - Dapple Grey, Collards Lane, Elham, CT4 6UF – erection of a two-storey property. **Resolved: No Objection.**
 - ii. 20/1180/FH - Fir Tree Farm, Chapel Lane, Rhodes Minnis, Canterbury, CT4 6XR - Conversion of two agricultural buildings to a single holiday let accommodation unit. **Resolved: No Objection. The comments of the Council: Elham Parish Council would wish to see a non-residential condition attached to this permission.**
 - iii. A re-consultation following the submission of additional details or a change in circumstance for planning application 20/1210/FH – St Marys Church, The Square, Elham - These are - Amended External Plaque plan added on 16.11.2020. **Resolved: No Objection.**
 - iv. 20/1754/FH/TCA – The Limes, 29a, High Street, Elham – Felling of a Prunus tree situated within a conservation area followed by the planting of a Holm Oak. **Resolved: No Objection.**
 - v. 20/1780/FH – Abbots Fireside, High Street, Elham - Listed Building Consent (retrospective) for the removal and replacement of existing bar and partition and removal of outbuildings. Proposed replacement of existing fence with new boundary wall and gate. Replacement roof windows and reinstated chimney. **Resolved: To object. The comments of the Council are: Elham Parish Council object to the above planning applications due to the actions taken so far and the damage caused. The Parish Council is concerned that works, subject to both planning applications (20/1780/FH and 20/1705/FH), are already in progress or have already been carried out, therefore the planning submission is incorrect. If Folkestone and Hythe Planning Department are mindful to grant permission, Elham Parish Council would request a full Ecological Survey be carried out and considered prior to commencement of works.**
 - vi. 20/1705/FH– Abbots Fireside, High Street, Elham - Application for the removal of outbuildings, replacement of existing fence with new boundary wall and gate and roof windows. Replacement roof windows and reinstated chimney. **Resolved: To object. See 235/20 v for Elham Parish Councils comments.**
 - vii. A re-consultation following the submission of additional details or a change in circumstance for planning application Y19/1378/FH – Methodist Church, High Street, Elham- These are – revised new Access and assisted WC Proposed plans, elevations and change of application description to - installation of external platform lift to side elevation along with installation of new access ramp to front of the building. **Resolved: To object. The comments of the Council are: Elham Parish Council object to the above planning application for the following reasons:**
 1. **The plan submitted (29511A-03-Rev B) is not believed to be accurate, in particular because we do not think that the proposed lift (LL800) will fit into the proposed aperture without works being carried out to the ancient flint wall.**
 2. **The proposed development would have an adverse impact on the amenity of the neighbouring property, due to the proximity of the lift and barriers to the downstairs window of that property.**

If Folkestone and Hythe Planning Department are mindful to grant permission, Elham Parish Council would wish to see conditions attached for approval by Folkestone and Hythe District Council prior to works commencing, for the following:

1. A proposed external lighting scheme, which would appear to be necessary.
2. Full rainwater drainage plan with explanation notes,
3. Full foul drainage plan with explanation notes,
4. The maintenance of vehicular access for neighbouring properties to the south of the application site.

Elham Parish Council would prefer the new entrance door to be of a material in keeping with the age of the building, within a Conservation Area, instead of the proposed, glazed aluminium door.

- viii. 20/1823/FH - Vayles, High Street, Elham, Canterbury, CT4 6SX - Proposal: Garage side and front extension providing additional storage. Conversion of the right-hand side of the double garage into a home office and the refurbishment of the roof terrace. **Resolved: to object due to the bringing forward of the building line and the erection of the 1.6 metre high fence butting the highway.**
- 2) To **note** receipt of received application since the agenda was issued and **agree** comments.
- i. 20/1865/FH/TCS - The Old Vicarage, Elham - Works to trees situated within a conservation area comprising: fell group of 6 x Leylandii (G1) 1 x Leylandii (T5), 1 x Beech (T6) and 1 x False Acacia (T7); crown reduce by up to 4 metres of 1 x Hornbeam (T2) and 2 x Sweet Chestnut (T3 and T4) **Resolved: The decision to be delegated to Cllrs carrying out the site visit. The decision will be sent to all Cllrs prior to being submitted to Folkestone and Hythe District Council.**
 - ii. 20/1799/FH - Longage Hill, Land North East Of Longage Hill - Retrospective application for the siting of two timber sheds and 1 container. **Resolved: no views / comments will be submitted by Elham Parish Council.**
- 3) Decisions made by Folkestone and Hythe District Council were **noted**.
- 20/1091/FH - Little Droveaway, Droveaway, Stelling Minnis - Extension to Barn. **Approved with conditions.**
- 20/1222/FH – Usan, Canterbury Road, Elham – demolition of existing garage and erection of new two storey garage with accommodation in roof space accessed via external staircase. **Approved with conditions.**

236/20 Consultations

- 1) **Resolved:** Elham Parish Council would not be submitting a response to Statement of Community Involvement.
- 2) **Resolved:** Elham Parish Council would not be submitting a response to Safeguarding Supplementary Planning Documents.

239/29 It was **agreed** that this agenda item would follow 236/20
Correspondence

Date	From	Contents	Action Required
04/11/20	Cleverley & Spencer	Memorial Testing quotation.	Informative.
04/11/20	Age UK	Christmas Round Table.	Sent to Wellbeing Committee.
09/11/20	Rev Jane	Remembrance Day.	Informative.
10/11/20	KCC Highways	SOWN Notice of works.	Informative.
11/11/20	KCC Highways	Annual Parish Seminar invite.	Sent to Highways Committee.
12/11/20	KALC	KCT Social isolation campaign.	Sent to Wellbeing Committee.
14/11/20	Resident	Thank you for the Gore entrance.	Informative.
16/11/20	PKF Littlejohn	Audit conclusion.	Issued to all Cllrs.
16/11/20	Resident	Scarecrow on triangle.	Response required.
18/11/20	KCC Highways	Road Lining.	Informative.
19/11/20	Resident	Road Linings.	Sent to Highways Committee.
20/11/20	TEAP	Water Consumption.	Clerk to action.
20/11/20	KCC	Safeguarding SPD and Statement of Community involvement.	Response required.
20/11/20	Age UK	Big Christmas leaflet.	Sent to Wellbeing Committee.
20/11/20	FHDC	New hosing service and support for rough sleepers.	Informative.
22/11/20	EVHA	Key audit.	Clerk responded.
23/11/20	Hopkins +	AED Aftercare report.	Informative.
24/11/20	Resident	Road linings and bins.	Sent to Highways Committee.
24/11/20	Resident	Y19/1378 revised plans.	Clerk actioned.
24/11/20	Resident	Rhodes Minnis speed limits.	Sent to Highways Committee.
25/11/20	PCSO	Latest crime report for North Downs East and West wards.	Informative.
26/11/20	Resident	Road Lining to Vicarage Lane.	Sent to Highways Committee.
26/11/20	FHDC Planning	Y19/1378 – acknowledgment of Clerks email.	Informative.
27/11/20	Church Warden	St Marys Church annual report.	Informative.

30/11/20	FHDC Case Officer	Y19/1378 – response to clerks’ email.	Informative.
01/12/20	Mayor of Gruson	Twinning	Response required.
01/12/20	Residents	Complaint /Freedom of Information request.	Response required.
03/12/20	Lyminge Parish Council	Rhodes Minnis bin	Response required.
03/12/20	Lyminge Parish Council	Rhodes Minnis HIP	Sent to Highways Committee.
03/12/20	Lyminge Parish Council	Response to Resident	Sent to Highways Committee.
04/12/20	KALC	Highways England M20 moveable barrier test.	Sent to Highways Committee.
06/12/20	Resident	Y19/1378/FH	Informative.
06/12/20	Resident	Y19/1378/FH	Informative.

9.50pm Cllr Allen left the meeting.

237/20 County Councillors Report– Susan Carey

Apologies were sent. No report available.

District Councillor – Stuart Peall

Permission to appeal the judicial review of the planning permission for the Princes Parade development has been refused.

Folkestone & Hythe District Council's lifeline service, which has responded and assisted Kent residents for more than 35 years, now has a new name. Lifeline365 is the new look Shepway Lifeline service and offers help and support, 24 hours a day, 365 days a year to individuals, their families, friends and co-workers.

Folkestone & Hythe District Council is looking to bring a little bit of festive cheer to traders and residents this year with a gift of free Christmas parking.

Charges in all of our pay and display car parks and on-street parking bays across the district will be waived on the three Saturdays leading up to the big day. That means parking will be free on Saturday 5 December, Saturday 12 December, and Saturday 19 December.

Funding is available for small and medium-sized business owners within the Folkestone Community Works area looking to grow their ventures.

Drivers are being further encouraged to switch to electric vehicles by a £40,000 scheme to provide on-street charging points in Folkestone, Hythe, and New Romney. The 15 fast chargers will be installed on lampposts in various locations across the district including three taxi ranks. Folkestone & Hythe District Councillors agreed to spend the money from the Climate Change Reserve fund as another way of reducing the district's carbon footprint.

238/20 Newsletter

Resolved: To defer discussion and agreeing actions with regards to the content of the newsletter until a future Ordinary meeting of the Parish Council.

240/20 Date of Next meeting and Close

An Ordinary meeting of the Parish Council will take place virtually on Monday 4th January 2020 at 7.30pm.

There being no further business the meeting closed at 10.15pm.

Appendix 1

November invoices for approval at December 2020 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
NEST ***	Direct Debit	£42.30		£42.30	Clerks Pension
Clerk salary **	ONLINE	£974.02		£974.02	November Salary
Clerks expenses *	ONLINE	£65.39		£65.39	November expenses
HMRC **	ONLINE	£60.21		£60.21	National Insurance
					Poppy Appeal
RBL Poppy Appeal	001465	£25.00		£25.00	Donation
PKF Littlejohn	ONLINE	£240.00	£40.00	£200.00	External Auditor
Harmers & Sons	ONLINE	£144.00	£24.00	£120.00	Ground Maintenance
EDF	ONLINE	£10.80		£10.80	Electric The Gore
TOTAL		£1,561.72	£64.00	£1,497.72	

* Bacs / Card payment to be 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