



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD
ON
MONDAY 1st FEBRUARY 2021 AT 7.30PM.**

37/21 Those Present:

Councillors: K Lamb (Chairman), E Arnold Newing (Vice-Chair), G Clements, B Swan, C Stanyon, C Chapman, K Allen, County Councillor S Carey, 2 members of the public and the Clerk. After agenda item 42/21 Cllr Jones joined the meeting as the newly co-opted Councillor and 1 member of the public.

Apologies: Apologies were received and accepted from Cllr Peall.

38/21 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.

39/21 Public Contribution

Member of the public: The Environment Working Group have now planted the trees to the North end of the King George V playing field, upon inspection they are taking nicely.

40/21 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 1st January 2021 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 Telecomms Committee meeting of the Parish Council of 6th January 2021 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 C&A Committee meeting of the Parish Council of 18th January 2021 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.
- 4) **Resolved:** The minutes of the Telecomms Committee meeting of the Parish Council of 26th January 2021 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.
- 5) **Resolved:** The minutes of the Wellbeing Committee meeting of the Parish Council of 27th January 2021 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.

41/21 Chairman's Report

We have received a flood alert, which I will read to the meeting.
"A Flood Alert has been issued by the Environment Agency.

Flood Alert in force: Groundwater flooding in East Kent.

Flooding is possible for: Areas at risk from Groundwater flooding including the Petham Bourne, Alkham Bourne and Nailbourne including Elham, Barham, Bishopsbourne, Bridge, Patribourne and Bekesbourne.

Groundwater levels in East Kent have been rising throughout the winter following higher than average rainfall in December. Since early January, levels increased rapidly in response to rainfall received during December and storm Christoph. Properties in and around the Nailbourne Valley, Alkham and Petham may soon experience flooding from groundwater. However, due to the nature of groundwater flooding, other properties across East Kent may also experience flooding. Further rainfall could cause groundwater levels to rise further increasing the flood risk. The Environment Agency is monitoring the situation and will update this message by Tuesday 9 February 2021, or sooner if the situation changes significantly."

The EA and Southern Water have been carrying out additional required works to the affected areas. The authorities are hoping that the Nailbourne won't top out as it has in previous years, although, the predictions are that we could experience high levels within the next two weeks. The Clerk will speak to FHDC to arrange empty sandbags and chase the delivery of sand as previously discussed.

Website – With the help of Richard Hinds and Reliable Networks, Cllr Swan is now progressing the website. The Domain SSL certificate has been renewed. We are at the juncture where we are swaying towards using Wordpress. There will be minor cost implications involved. We are hoping that at next month's meeting we will be able to report good progress.

King George V planting – as mentioned by the member of the public, the planting has now taken place. Thank you to the Environment Working Group.

Memorial Table – The C&A Committee have been looking at designs and costings and are hoping by the March Parish Council meeting we should have a proposal to put forward to the Council.

Laptop – Elham Primary School are asking for laptops to enable the children to continue learning remotely. We have an old laptop which we could consider donating to the school. The Clerk will seek advice from KALC if the Chairman can use his discretion.

Telecomms – there have been some interesting developments which Cllr Swan will take us through in agenda item 44/21.

42/21 Co-options

- 1) It was **agreed** that Steve Jones would be co-opted to fill the casual vacancy.
- 2) It was **noted** that Steve Jones signed the Declaration of Acceptance of Office, witnessed in the presence of the Members of Office and the Clerk via Zoom.

43/21 Finance

- 1) **Resolved:** the December 2020 accounts were a true record and are to be signed by the Chairman of meeting at the next available opportunity.
- 2) **Resolved:** The Bank Reconciliation from December 2020 was a true record and are to be signed by the Chairman of meeting at the next available opportunity.
- 3) It was **noted** that all Councillors received the accounts for January 2021.
- 4) It was **noted** that all Councillors received the Bank Reconciliation for January 2021.
- 5) **Resolved:** The January 2021 invoices were **agreed**, and payments were **approved**. *See appendix 1*. All Cllrs were reminded that a request for expending Council money must be sent to the Chairman and Clerk prior to being expended. Council money must be spent by a Councillor and not a member of the public.

44/21 Planning

- 1) The receipt of received applications was **noted** and comments **agreed**:
21/0002/FH - Woodlands, Droveway, Stelling Minnis, Canterbury, CT4 6AJ - Erection of single storey side extension. **Resolved: No objections.**
21/0076/FH/PA - Standard Hill Farm, Standard Hill Top, Elham, CT4 6NJ
- Proposal: Determination as to whether the prior approval of the Local Planning Authority is required under Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use from Agricultural building to a flexible use with storage B8. **Resolved: No Comment**
21/0066/FH/TCA - Elham Manor, The Row, Elham, Canterbury, CT4 6UL
- Proposal: Works to trees situated within a conservation area comprising of: Apple (T3) reduce to 2.5 metre pollard; Apple (T4) reduce in height by approximately 1.5 metres. **Resolved: No objections.**
20/2052/FH/TCA - The Vicarage, Vicarage Lane, Elham, Canterbury, CT4 6TT - Proposal: Works to trees situated within a conservation area comprising: Apple (000242) and Damson (000278) fell; Lime (000244) - prune away from building/structure/tree by 1.5 metres; Silver Birch (000273) prune away from building/structure/tree by 1 metre; Hazel x 3 (group 000274) cut back to boundary; Sycamore (group 000275) crown reduction by 5 metres in height and 3 metres laterally and crown raise to 6 metres and Holly (group 000275) crown raise to 6 metres; Sycamore (000276) reduce eastern stem by one third; Beech (000279) prune away from building/structure/tree by 0.5 metres. **Resolved: No objections.**
21/0111/FH - Elham Manor, The Row, Elham, Canterbury CT4 6UL - Proposal: Overall crown reduction by approximately 1.5 metres of one Acer (T1) and re-pollard back to previous pollard points of one Hornbeam (T2), both subject of Tree Preservation Order No 1 of 1996. **Resolved: No objections.**
21/0053/FH- 10 Fairfield, Elham, Canterbury, CT4 6UT- Addition of white wooden cladding (Cape Cod) to the top section of the front-facing elevation/gable end of the property. **Resolved: No objections.**

20/1787/FH - Jasmine, Canterbury Road, Elham, Canterbury, CT4 6UE - Proposed replacement outbuilding to form annex accommodation. **Resolved: no objection. Comments of the Parish Council: if Folkestone and Hythe Planning Department are mindful to grant permission, Elham Parish Council wish to request that there is a condition that the trees screening the current building are retained.**

- 2) It was **noted** that no applications were received since the agenda was issued. APP/L2550/W/20/3263530 - Y19/0248/FH - 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 - Land Adj 1 Railway Cottages Duck Street Elham Canterbury Kent CT4 6TP. **Resolved: That previous comments would be re-submitted with the agreed minor amendment.**

21/0178/FH/TCA - Windlass Cottage, Cullings Hill, Elham, Canterbury, CT4 6TE - Crown reduction back to previous pruning points of one Beech tree situated within a conservation area. **Resolved: Comments are to be received by FHDC no later than 22nd February. The decision to be delegated to Cllr Stanyon and Clements. The decision will be sent to all Cllrs prior to being submitted to Folkestone and Hythe District Council.**

- 3) Decisions made by Folkestone and Hythe District Council were **noted**. 20/0528/FH - Briar Gate, White House Lane, Rhodes Minnis - demolition of existing detached bungalow and erection of new detached house on footprint of existing house. – **Approved with Conditions.**

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. **Approved with Conditions.**

20/1930/FH - The Oast, Fir Tree Hill, Bladbean, CT4 6NB - Proposed replacement single storey extension. **Approved with Conditions.**

The re-consultation of planning application following the submission of additional details or a change in circumstance for planning application 20/1210/FH – St Mary's Church, The Square, Elham - These being - Amended External Plaque plan added on 16.11.2020. - **Approved with conditions.**

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) - **No objections.**

20/1972/FH/PA - Upper Park Gate Farm, Elham Park, Elham, CT4 6NE- Determination as to whether the prior approval of the Local Planning Authority is required under Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use & conversion of part ground & first floor Agricultural building to office use. - **Prior approval not required.**

20/0790/FH - Droveaway Organics, Droveaway, Stelling Minnis, Canterbury, CT4 6AJ - Erection of hay barn. - **Approved with conditions.**

20/1941/FH/TCA - Vale View, High Street, Elham, Canterbury, CT4 6SX - Crown reduction of a Yew tree situated within a conservation area by reducing the height by 1.8 metres and shaping the sides in proportion. – **No objections.**

20/1967/FH - Windlass Cottage, Cullings Hill, Elham, Canterbury, CT4 6TE - Proposed replacement of glazing to roof of existing sun lounge with matching

second hand clay roof tiles & incorporating 2No. Conservation roof lights. –
Approved with conditions.

45/21 Telecomms

1. The following report was received from the Chair of the Telecomms Committee following the inaugural meeting.

Telecomms Committee Report to Elham Parish Council 1st February 2021:

Clive Stanyon has enabled a transition of communications to pass from Connect Elham to the Council. From now on we will release updates as they occur. All information obtained from Harlequin is not commercially sensitive and therefore considered to be in the public domain.

Council Members: K Lamb, G Clements, B Swan (chair) and C Stanyon.

Public Members: C Winn, E Levett, C Norman, C Venturini, C Stevens, C Stevens C Cowlings, S Winter. All public members have confirmed that they agree with the Terms of Reference.

At the most recent meeting of 26th January 2021, it was decided to ask Harlequin for confirmation that if the proposed site at Exted Hill was realised whether the second, as yet unspecified site would be the primary mast.

At the meeting of 26th January there seemed to be a consensus that the Exted Hill location alone would in part fulfil the mobile signal requirement as specified by the Parish Council

Today, a reply has been received confirming that just ONE site is being progressed at EXTED HILL. The Lickpot Hill site will not be progressed due to insufficient coverage. The owner of the site for the proposed 12m Telecoms pole at Longland Farm, Exted has written to the Parish Council to ask that they make clear that they did not instigate the approach to request a mast on their property

There is a four-week pre-planning application for all parishioners to comment on the proposal. We urge all interested parties to respond.

Our next meeting is scheduled for 9 February, but it may be postponed if no further developments occur or any action is requested by the Parish Council at their meeting of 1 February 2021.

2. It was **agreed** that a Telecomms Committee meeting would take place on 8th February for the Committee to discuss and agree their recommendations to full Council in light of the information received today.
3. It was **agreed** that an Extraordinary meeting of the Parish Council would take place on Wednesday 10th February to discuss the pre-planning consultation received - the proposal for the installation of a mast and ancillary equipment on behalf of EE at Longland Farm, Exted Hill, recommendations from the Telecomms Committee and agree actions.

46/12 Wellbeing Committee

Elham School – There are three areas where the school are asking for continuing help. Firstly, donations of food and basics via the Village Stores which the school will distribute to the families in need, secondly supermarket vouchers and thirdly portable devices such as laptops for remote learning. The Wellbeing Committee will promote these requests within the community and on social media.

47/21 County Councillors Report– Susan Carey

As my report to the February newsletter has just come out I don't want to repeat what it contains but I can update on a few matters.

KCC staff are helping on a special door-to-door test and trace in the Maidstone area (the ME15 postcode) [from tomorrow morning](#) as a resident in this area has tested positive for the South African variant of Covid although this person has not been to South Africa. The purpose is to identify the origin of the outbreak and to seek to contain it. It's a reminder that despite the rapid roll out of the vaccine that we still face many risks around Covid. On a reassuring note, KCC's Director of Public Health says there is no evidence that this strain is any more serious in its effects than the original or that the vaccines we currently use will not be equally effective against it.

The French Government closed its borders to non-EU countries from midnight last Saturday. Freight and other essential travel are excepted. HGV drivers must continue to provide a negative Covid test before they are allowed to travel to France. The system in place for drivers to have both evidence of this test and a Kent Access Permit (KAP) that shows all their papers for travel are in order is working. The daily figures from 29 January were just 36 HGVs were turned back at Eurotunnel for lack of border readiness, and 9 for not having their negative Covid test result. The same figures for the Port of Dover were respectively 78 and 14. Enforcement on the motorway network found 34 KAP infringements, 44 vehicles not respecting the Operation Brock arrangement and 2 driver hours issues. 34 people who tested positive since the testing regime started in December are still in an isolation unit in Wrotham.

The latest figures I have on the wheel clamping of illegally parked HGVs is that 362 were clamped in the first two weeks of the new system. Nearly half of these were in the Dover area but our district is also being covered.

We have our all-day budget meeting for KCC [on 11 February](#). We're proposing a council tax rise of 2% plus the extra 3% the Government permits us to raise on top of this which is ringfenced for social care. We are also introducing a scheme to help households that are struggling with their council tax payments. This is in addition to the scheme that already exists for those on low incomes and is designed to help those who would not normally be eligible for such help.

In stop press news, I have been contacted by a resident of Hog Green about the high level of the Nailbourne and I have arranged help in getting her sandbags in place as she is 85 years old. (She was very grateful for the work of the parish council in clearing the stream of obstructions last autumn.) A reminder that the out-of-hours emergency number for Kent Highways is [03000 41 91 91](#).

Susan Carey, Member for Elham Valley,
Kent County Council
Susan.carey@kent.gov.uk [01303 670561](tel:01303670561)

District Councillor – Stuart Peall

We are pleased to announce there are now four vaccination centres in the district:

- Folca (the former Debenhams store) - a large vaccination centre in Folkestone Town Centre, 48-66 Sandgate Road, Folkestone, CT20 1DN
- The Civic Centre car park at the Civic Centre, Folkestone, CT20 2QY
- Oaklands Surgery in Stade St, Hythe, CT21 6BD
- Lydd Airport in Romney Marsh, TN29 9QL

Make sure you help rather than hinder the vaccination effort:

- Please do not turn up at any sites without an appointment. You will be invited to attend once it is your turn to receive the jab.
- Please do not ring your GP about a vaccination. They are already very busy and this could hinder progress. Your surgery will contact you when it is your turn to get the jab.
- Please continue to follow all guidelines and remember: Hands - Face – Space.

The Home Office is responsible for Napier Barracks and in line with advice from Public Health England, the Home Office is temporarily moving a number of asylum seekers out from the Napier accommodation facility into self-isolation facilities, in order to allow others at Napier to self-isolate more easily. FHDC welcomes this decision as it means greater social distancing is possible in the barracks - reducing the potential spread of Covid. Approximately 100 users will be transferred over the coming days - some to hotels outside of the district and a small number to one hotel in our district. The users who are being transferred have had a negative PCR test. Following the transfer, they will self-isolate in a hotel for 10 days. There is no additional risk to local residents.

Folkestone & Hythe District Council has appointed architecture and urbanism experts We Made That to deliver a Place Plan for Folkestone town centre. We Made That is an experienced practice with a strong track record of working successfully with the public sector and communities to promote positive change in town centres. They have developed innovative methods for engaging wide ranging groups of stakeholders and this is an essential part of the commission to develop a plan to ensure a vibrant future for Folkestone.

We Made That will lead the design team for the project and has brought together a diverse team of different specialists to ensure the success of the project. Fletcher Priest will contribute their expertise to the architecture of specific opportunity sites, with transport and infrastructure consultants Steer looking into access, and socio-economic analysts PRD advising on economy and town centre business opportunities and the Night Time Industry Association providing support to review the existing licensing policy.

Working with the FHDC, We Made That and partners will be engaging with stakeholders, businesses, and residents to identify opportunities to build on the inherent strengths of the town centre and the positive investments made by the public and private sectors to date.

48/21 Correspondence

1) Correspondence received was **noted** and action agreed.

Date	From	Contents	Action Required
08/01/21	Church Warden	Archaeological Watch Brief Report.	Informative.
14/01/21	Harlequin	Pre-Planning Consultation – Longlands.	Response required.
18/01/21	Resident	Burial ground shed.	Clerk responded.
20/01/21	Elham Valley Walkers	Cancellation of Walking Festival.	Informative.
21/01/21	Resident	Longlands Farm – Avian Flu.	Clerk responded.
21/01/21	Elham Newsletter	Reminder of dates.	Informative.
24/01/21	Resident	Burial ground shed.	Clerk responded.
30/01/21	Little Stour and Nailbourne Management Group	Update.	Clerk responded.

49/21 Date of Next meeting and Close

An Ordinary meeting of the Parish Council will take place virtually on Monday 1st March 2021 at 7.30pm.

There being no further business the meeting closed at 9.24pm.

Appendix 1

January 2021 invoices for approval at February 2021 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
NEST ***	Direct Debit	£37.20		£37.20	Clerks Pension Dec 20
NEST ***	Direct Debit	£39.57		£39.57	Clerks Pension Jan 21
Clerk salary **	ONLINE	£1,018.83		£1,018.83	January Salary
Clerks expenses *	ONLINE	£70.49		£70.49	January expenses
HMRC **	ONLINE	£92.54		£92.54	National Insurance
KALC	ONLINE	£42.00	£7.00	£35.00	Clerks Training
EDF	ONLINE	£11.89		£11.89	Electric The Gore
A. Joynes	ONLINE	£39.00	£6.50	£32.50	Environment Working Group
Elham Valley Walkers	ONLINE	£50.00		£50.00	Grant
Viking	ONLINE	£55.13	£9.19	£45.94	Stationery
TOTAL		£1,456.65	£22.69	£1,433.96	

* 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