



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD
ON
MONDAY 4th JANUARY 2021 AT 7.30PM.**

01/21 Those Present:

Councillors: K Lamb (Chairman), E Arnold Newing (Vice-Chair), G Clements, B Swan, C Stanyon, S Peall, C Chapman, 5 members of the public and the Clerk.

Apologies: Cllr Allen apologies were accepted.

02/21 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

Agenda item 10/21 (2) – Cllr Chapman declared a non-pecuniary interest due to her role as a trustee of Play for Elham.

03/21 Public Contribution

A member of the Environment Working Group spoke to advise that the plants for the KGV playing field purchased by the Parish Council would be arriving shortly.

A member of the public spoke to express their disappointment that their Freedom of Information request had not yielded more, also to ask when they might receive a reply to their list of complaints about how the Parish Council manage the Gore and, further, that they were unhappy about the potential increase in traffic in Park Lane that might be caused by increased use of the pavilion on the Gore. Cllr Lamb responded that he felt the complainant may have a misunderstanding of the relationships between the village, The Gore, the Parish Council, Play for Elham, Elham Residents Association and the Village Hall management. This would be discussed further on in the agenda.

04/21 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 7th December 2020 were **agreed** and are to be **signed as a true record** by the Chairman of meeting at the next available opportunity.

05/21 Chairman's Report

The Chairman had nothing to report.

06/21 Finance

- 1) **Resolved:** the November 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 November 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 December 2020.
- 4) It was **noted** that all Councillors received the Bank Reconciliation for December 2020
- 5) **Resolved:** It was **agreed** to award the grant of £50.00 to Elham Valley Walkers as per their grant application dated 11th December 2020.
- 6) **Resolved:** The December 2020 invoices were **agreed**, and payments were **approved**. *See appendix 1*. It was agreed that going forward, Cllrs would request approval for expenses from the Chairman and Clerk prior to being expended.

07/21 Planning

- 1) The receipt of received applications was **noted** and comments **agreed**:
 - 20/1930/FH - The Oast, Fir Tree Hill, Bladbean, CT4 6NB - Proposed replacement single storey extension. **Resolved: No Objection.**
 - 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. **Resolved: No Objection.**
 - 20/1973/FH - Windlass Cottage, Cullings Hill, Elham, Canterbury, CT4 6TE - Listing building consent for replacement of glazing to roof of existing sun lounge with matching second-hand clay roof tiles & incorporating 2No. Conservation roof lights. **Resolved: No Objection.**
 - 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. **Resolved: No Objection.**
 - 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. **Resolved: No comment.**

Amongst this month's planning applications was an application for a Lawful Development Certificate for 20/1966/FH - Elham Valley Holiday Park, Canterbury Road, Wingmore, CT4 6LP - Lawful Development certificate (proposed) for siting static caravans for permanent residential accommodation. This is an application to change the lawful use from the current use for touring caravans to permanent residential caravans. Folkestone and Hythe District Council are currently considering the application.

 - 20/2025/FH- Harpole, Canterbury Road, Elham, Canterbury, CT4 6UE - Demolition of existing garage and sheds and rear wall to house, erection of rear extension to form pool house, additional bedrooms and extension of rear portion of house. Replacement of flat roof with pitched roofs to match existing. Associated landscaping to rear garden. **Resolved: No Objection.**
- 2) It was **noted** that no applications were received since the agenda was issued.

- 3) The decisions made by Elham Parish Council following the decision being delegated were noted:
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). **Elham Parish Council objects to this planning application only because it feels that it is unnecessary to remove the beech tree, T6. Access to the property from the existing gate should be readily possible without the removal of this tree, especially after the removal of the ailing false acacia.**
- 4) Decisions made by Folkestone and Hythe District Council were **noted**.
10/1754/FH/TCS – The Limes, 29a High Street, Elham – Felling of a Prunus tree situated within a conservation area followed by the planting of a Holm Oak. – **No objections.**
20/1654/FH – Dapple Grey, Collards Lane, Elham – Erection of a two-storey property – **Approved with conditions.**
20/1254/FH – 1 Palm Tree Cottages, Canterbury Road - Replace a dead conifer hedge with a native hedge and replace the current 4ft post and rail fence with a 2m high feather board fence, a personnel gate, and a sliding driveway gate to the front of the property. – **Approved with conditions.**

08/21 Consultations

- 1) **Resolved:** Cllr Lamb and Cllr Stanyon would on behalf of the Parish Council submit a response to the Climate Adaption Survey for Kent and Medway.

09/21 County Councillors Report– Susan Carey

A quick round up of ongoing issues:

Covid – KCC is involved in many of the initiatives to combat Covid including a local test and trace system, testing for Covid for those without symptoms and ensuring as many of our services as possible continue despite Covid and the increasing challenge of staff sickness and self-isolating. Covid rates and transmission in Kent remain high so despite the good news about the vaccines the need for measures to limit transmission also remains high.

The work done to prepare for a No Deal Brexit was needed instead for the border closure by France and, when HGVs were able to travel once tested for Covid, the backlog of waiting vehicles cleared quickly. It's not thought that France will relax the requirement for such tests anytime soon. After the ugly scenes in Dover with vehicles refusing to move to Manston to get tests done when they were first required, the new system at Manston and Sevington (Sevington opened today) is now operating well. There are still a few HGVs turning up at the port without tests but they are being turned away and compliance is high.

The Kent Resilience Forum continues to co-ordinate work across the public sector – Kent Highways, Kent Police, Highways England etc and I know many KCC staff have worked exceptionally hard over the Christmas and New Year period to deal with both the crisis caused by the border closure and its fall out.

KCC now has powers in East and Mid Kent to clamp HGVs if they stray from the main routes looking for shortcuts or unofficial parking. We have employed specialist contractors to do this work and it should help reduce the impact of HGVs on our local road network.

Advice by phone and business grants/loans are available for Kent businesses and an employment taskforce is working on training and job opportunities for both young people joining the workforce and those who have lost their jobs.

KCC distributed vouchers to families with children eligible for Free School Meals for the Christmas holiday period and KentTogether continues to offer help for those in need. kent.gov.uk/kenttogether or [03000 41 92 92](tel:03000419292) (this is a 24/7 service).

Saltbins have been restocked and gritting runs are now taking place on main routes whenever the road surface temperature is forecast to drop below freezing.

The website remains the best place to check for the latest information on services and I keep the Elham Valley Facebook group updated with updates from Kent Highways.

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

District Councillor – Stuart Peall

Support for families and individuals who are struggling to buy food or keep warm this winter is being provided across the Folkestone and Hythe district. Along with other local authority areas in England, the district is to receive a share of the government's £170 million COVID Winter Grant Scheme. Now Folkestone & Hythe District Council is working with local organisations, including Citizen's Advice, food banks and the community support hubs, to contact the vulnerable and those most in need, to help them pay utility bills or buy food over the winter.

Residents will no longer be able to recycle Tetra Pak in their household collection bins in the Folkestone & Hythe and Dover districts from next month. The material - most commonly used for long-life milk, fruit juices, soups and ice lollies cartons - is comprised of wood, aluminium and plastic, which are difficult to separate. Across the country, it is becoming increasingly difficult to recycle Tetra Pak - and from 16 January, it should no longer be put in recycling bins as Kent County Council is having to stop processing the material. Cartons should no longer be put in recycling bins, instead please put them with the rest of your non-recyclable household waste, allowing it to be used for generating electricity. It will not be sent to landfill.

We offer a real Christmas tree recycling service from 11 January to 5 February. If you subscribe to the garden waste collection, simply put your Christmas tree next to your brown lidded bin on your normal garden waste collection day when the service starts again from Monday 11 January. Residents who do not subscribe to the garden waste collection, can book your real Christmas tree collection date by completing

the booking form on Folkestone and Hythe District Council website. You must check your collection date and choose which one is suitable for you out of the two dates stated and type it in to the booking form to notify us.

10/21 Correspondence

- 1) The response of the Freedom of Information request was **noted**.
Cllr Chapman left the meeting (in waiting room).
- 2) **Resolved:** It was **agreed** that the Chairman and Clerk would draft a response to be sent to all Cllrs prior to sending to the complainant.
Cllr Chapman re-joined the meeting.
- 3) Correspondence received was **noted** and action agreed.

Date	From	Contents	Action Required
08/12/20	KCC	Revised Safeguarding Supplementary Planning document	Issued to all Cllrs. No action required.
08/12/20	Elham Valley Walkers	Grant application	Issued to all Cllrs.
10/12/20	Resident	Wildflowers in St Marys Churchyard	Clerk to respond.
11/12/20	Age UK	AGM minutes.	Issued to Wellbeing Committee.
15/12/20	Resident	Yellow lines	Clerk to respond.
15/12/20	FHDC	Provisional Tax Base	Informative.
17/12/20	FHDC	Census March 2021	Clerk Actioned.
19/12/20	Resident	Update on dropped kerb application.	Issued to Highways Committee.
21/12/20	Resident	Donation for Christmas gifts	No action required.
21/12/20	Resident	Elham Valley Holiday Park.	Issued to all Cllrs.
30/12/20	Shepway Area Committee	Minutes.	Issued to all Cllrs.

11/21 Date of Next meeting and Close

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

There being no further business the meeting closed at 9.55pm.

Appendix 1

December 2020 invoices for approval at January 2021 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
NEST ***	Direct Debit	£34.65		£34.65	Clerks Pension
Clerk salary **	ONLINE	£997.21		£997.21	December Salary
Clerks expenses *	ONLINE	£66.38		£66.38	December expenses
HMRC **	ONLINE	£75.21		£75.21	National Insurance
Mrs Buss	ONLINE	£84.17		£84.17	REFUND
Mr Buss	ONLINE	£84.17		£84.17	REFUND
Viking	ONLINE	£49.58	£8.26	£41.32	Stationery
EDF	ONLINE	£11.72		£11.72	Electric The Gore
Castle Water	ONLINE	£51.53		£51.53	Water Allotments
Blakeney House	ONLINE	£339.60	£56.60	£283.00	King George V planting
Jan Stanyon	ONLINE	£27.80		£27.80	Refreshments EWG
TOTAL		£1,822.02	£64.86	£1,757.16	

* 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