



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON
MONDAY 5th JULY 2021 AT 7.30PM.**

201/21 Those Present:

Councillors: C Chapman (Vice-Chair), G Clements, B Swan, C Kirchner, S Jones, 4 member of the public and the Clerk.

Apologies: Apologies were received and accepted from K Lamb (Chairman), S Peall, E Arnold Newing and K Allen.

202/21 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.

203/21 Public Contribution

A member of the public raised their concerns regarding the church wall to Vicarage Lane.

204/21 Minutes of meetings

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 7th June 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.
2. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 14th June 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.
3. **Resolved:** The minutes of the Wellbeing Committee meeting of 16th June 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.
4. **Resolved:** The minutes of the C&A Committee meeting of 21st June 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

205/21 Chairman's Report

In the absence on Cllr Lamb no report was available.

206/21 Wellbeing

The Wellbeing group ran an event on behalf of the Parish Council to show their appreciation to the many volunteers who played a key role in the pandemic response. During an exceptionally difficult year, people from the village took the time to volunteer and make a huge difference to our community. To coincide with the National Volunteers week in early June, it was an opportunity to thank all volunteers for their invaluable contribution. The event was well attended on Saturday 26th June

with refreshments provided and gave volunteers and some of the invited villagers an opportunity to meet.

It was **discussed** and **agreed** that the Wellbeing Committee would change to an advisory committee.

207/21 Community and Amenities

Queens Green Canopy – Invitations for the inaugural meeting of the QGC Working Group have been sent to Village organisations. The meeting is scheduled for 4th August.

Community Memorial Table – The memorial table is currently being installed. Weather permitting the installation should be completed this week.

King George V – It was reported that due to long lead times and shortages in materials neither of the contractors that tendered are currently able to give a start date for the proposed new entrance. It was **agreed** to defer recommendations for the new entrance until the August Ordinary meeting of the Parish Council.

Houses the village needs – It was **agreed** to defer discussions and recommendations until the August Ordinary meeting of the Parish Council.

Allotments – Further to a brief discussion regarding the use of the allotments until required as a burial ground, the lease for the allotments was **agreed**. It was **agreed** that the signing the lease on behalf of the Parish Council would be delegated to Cllr Chapman.

Church Wall – The insurance quotation received was **discussed** and it was **agreed** to purchase coverage from Zurich.

208/21 Highways

In the absence of the Highways Lead, it was **agreed** to defer discussions regarding the bollards to Canterbury Road until the August Ordinary meeting of the Parish Council.

209/21 Environment Working Group

After a brief discussion regarding the insurance quotation received for the Green Horizons Eco Family Day, it was **agreed** that further quotations were required and that the EWG would check that the event was not covered under the hire agreement with Elham Village Hall.

210/21 Policies

The Grant Award Policy was discussed, and it was **agreed** that no amendments were required.

211/21 Planning

1. The receipt of received applications was **noted** and comments **agreed**:
21/1189/FH - Roundhill Farm, Mount Bottom, Elham, CT4 6UJ- Lawful development certificate (existing) for Replica World War I trench system.
Resolved: No objections / to support.
2. The receipt of the received application since the agenda was issued was **noted** and comments **agreed**.
21/1399/FH- Golden Hill Shaw, Golden Hill, Elham, Canterbury, CT4 6NL - Erection of a summer house. **Resolved: No objection.**
3. The decisions made by Folkestone and Hythe District Council were **noted**
21/0932/FH - Harpole, Canterbury Road, Elham, Canterbury, CT4 6UE –

Demolition of existing garage, sheds and rear wall Erection of rear extension/extension of rear portion of house Replacement of flat roof with pitched Associated landscaping to rear garden. **Approved with conditions.**
21/0478/FH - Cheltenham House, Boyke Lane, Ottinge, CT4 6XL - Demolition of existing house and outbuildings and erection of a 4-bedroom replacement dwelling and associated external works. – **Approved with conditions.**

212/21 Finance

1. **Resolved:** The Accounts from May 2021 were a **true record** and were signed by the Chairman of the meeting.
2. **Resolved:** The Bank Reconciliation from May 2021 was a **true record** and was signed by the Chairman of the meeting.
3. It was **noted** that all Councillors received the Accounts for June 2021.
4. It was **noted** that all Councillors received the Bank Reconciliation for June 2021.
5. The grant application received from Rhodes Minnis Village Hall was discussed and it was **agreed** that this would be deferred until EPC enquiries regarding the application had been answered.
6. **Resolved:** The June invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*

213/21 Verbal report was received from:

A report sent in the absence of County Councillor – Susan Carey

I'm sorry not to be with you tonight but I also have a meeting of the Joint Transportation Board.

Thank you for re-electing me. I received just over half the votes at the delayed election on 17 June. I've also been reappointed to my previous role as KCC's Cabinet Member for Environment and am busy catching up with both local and countywide matters.

During the campaign I received numerous objections to the plastic bollards placed at the Lyminge end of the village. I contacted the Director of Highways and it has been agreed that most and maybe all can be removed and any that are still considered necessary will be replaced by wooden bollards to be paid for with my KCC Member Grant. I asked the engineers to liaise with Elham Parish Council on this.

I'm sorry to report that the Department for Transport has withdrawn the temporary powers that allowed KCC to clamp illegally parked HGVs. KCC was pressing for the powers to be extended and it's deeply disappointing that the Road Haulage Industry has campaigned against this when the vast majority of clamped vehicles were foreign registered as we have very little sanction against such vehicles other than to clamp.

There's a 2 question consultation open on a bus strategy for Kent at kent.gov.uk/busfuture. As part of the Government's National Bus Strategy, local authorities are being invited to create an Enhanced Partnership Scheme (EPS) with bus operators. The EPS will set out shared aims and service standards with a view to improving bus services. Future government grants to support bus services will require an EPS be in place.

Several people have asked me about the Electoral Commission's proposals to increase the number of parliamentary seats in the South East to help equalise the number of voters in constituencies in England. The proposal involves the creation of a new seat which would see the Elham Valley area (which includes Lyminge) joined

to part of the adjacent rural part of Ashford to create a new seat. This would not change the borders of the District Council so Elham would still be part of Folkestone & Hythe District Council not Ashford Borough Council and still part of Elham Valley for Kent County Council. The Electoral Commission is asking for views and you can read their full proposals and you're your feedback by 02 August at:

<https://www.bcreviews.org.uk/node/6488>

Susan Carey

Member for Elham Valley

Kent County Council

No report available in the absence of District Councillor – Stuart Peall.

214/21 Consultation

A consultation for the initial proposals for the Parliamentary Boundaries Review was received. It was noted that this review is relating to Parliamentary boundaries and not Local Government boundaries. It was **agreed** that Elham Parish Council would not submit a response and that Cllrs would respond as individuals if they wished.

215/21 Correspondence

The receipt of correspondence was **noted**, and any required actions **agreed**. *Please see appendix 2.*

216/21 Date of Next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 2nd August at 7.30pm.

There being no further business the meeting closed at 8.28pm.

Appendix 1 - Approved Invoices / payments for June 2021

June 21 invoices for approval at July 21 meeting

| Payee | Cheque No. | Amount | VAT | Net | Comments |
|---------------------|--------------|------------------|---------------|------------------|---------------------|
| Nest | Direct Debit | £37.38 | £0.00 | £37.38 | Clerks Pension May |
| EDF * | ONLINE | £11.16 | £1.10 | £10.14 | Electric |
| Clerk salary ** | ONLINE | £1,022.43 | £0.00 | £1,022.43 | June 21 Salary |
| Clerks expenses * | ONLINE | £51.00 | £0.00 | £51.00 | June 21 Expenses |
| HMRC ** | ONLINE | £91.12 | £0.00 | £91.12 | National Insurance |
| Hopkins + * | ONLINE | £226.80 | £37.80 | £189.00 | Annual Governance |
| C. Chapman* | ONLINE | £77.50 | £0.00 | £77.50 | Refreshments |
| Cosy Tea Rooms ** | Debit Card | £77.00 | £12.83 | £64.17 | Refreshments |
| SLCC * | Debit Card | £45.00 | £0.00 | £45.00 | Clerks membership |
| Castle Water * | ONLINE | £66.11 | £0.00 | £66.11 | Water |
| Nest | Direct Debit | £39.74 | £0.00 | £39.74 | Clerks Pension June |
| Reliable Networks * | ONLINE | £36.48 | £6.08 | £30.40 | Microsoft License |
| TOTAL | | £1,781.72 | £57.81 | £1,723.99 | |

* 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

Appendix 2 – Correspondence – June 2021

| Date | Email/ Phone Call | From /To | Re | Action |
|----------|-------------------|-----------------------------|--|------------------------------------|
| 07/06/21 | Cc Email | S Carey | Bollards to Canterbury Road | Sent to Chair and Highways Lead |
| 08/06/21 | CC Email | KCC Highways | Bollards to Canterbury Road | Sent to all Cllrs. |
| 08/06/21 | Email | KALC Shepway Area Committee | Confirming changes to Cllrs details | No Action. |
| 08/06/21 | Email | FHDC | Boundary Commission Review. | Sent to all Cllrs. |
| 09/06/21 | Email | Woodlands Trust | Confirmation of grant. | No Action. |
| 10/06/21 | Email | FHDC | Weekly Planning List | Sent application to Cllrs. |
| 10/06/21 | Email | FHDC | Weekly delegated list | Decision notice sent to Cllrs. |
| 11/06/21 | Email | KALC | Kent understanding plastics project. | Sent to Environment Working Group. |
| 12/06/21 | Email | Resident | Confirmation of location of tree discussed. | Clerk actioned. |
| 13/06/21 | Email | Resident | Churchyard | Sent to Chair. Clerk responded. |
| 15/06/21 | Email | Zurich | Closed Churchyard. | Advised C&A Committee. |
| 15/06/21 | Email | Zurich | Confirmation of receipt of Special Events Proposal Form. | No Action. |
| 15/06/21 | Email | Resident | Interment. | Clerk Actioned. |
| 17/06/21 | Email | FHDC | Weekly Planning List. | No Action. |
| 17/06/21 | Email | FHDC | Weekly Delegated List. | No Action. |
| 17/06/21 | Email | KCC Cllr | Bollards. | Sent to Chair and Highways Lead. |
| 17/06/21 | Email | Resident | New verged area to Canterbury Road. | Sent to Highways Lead and Chair. |
| 18/06/21 | Email | Resident | Churchyard. | Clerk responded. |
| 20/06/21 | Email | Rhodes Minnis Village Hall | Grant for electrodes. | Sent grant form and add to agenda. |
| 21/06/21 | Email | Shepway Area Committee | Minutes of meeting 17 th June. | Sent to all Cllrs. |
| 21/06/21 | Email | Caravan and Motorhome Club | CLS inspection. | No Action. |
| 22/06/21 | Email | Rev Weeks | Interment. | Clerk to liaise with Rev. Weeks |
| 22/06/21 | Email | FHDC | Press release Age UK. | Issued to all Cllrs. |
| 23/06/21 | Email | Rhodes Minnis Village Hall | Grant application. | Sent to all Cllrs. |
| 24/06/21 | Email | FHDC | Weekly Planning List. | No Action. |

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| 24/06/21 | Email | FHDC | Weekly Delegated List. | No Action. |
| 25/06/21 | Email | KCC | CMG Monitoring. | Clerk to action. |
| 25/06/21 | Email | Zurich | Quotation for EWG. | To be discussed. |
| 27/06/21 | Email | Church Warden | Church Wall/Vicarage Lane. | Sent to Chair. |
| 28/06/21 | Email | KALC | The Queens Platinum Jubilee. | Sent to C&A Committee. |
| 28/06/21 | Email | Church Warden | Church Wall/Vicarage Lane. | Sent to Chair. |
| 28/06/21 | Email | EVHA | Electric charging points. | No action. |
| 30/06/21 | Email | FHDC Building Control | Church wall Vicarage Lane. | Sent to Chair and responded to Resident. |
| 30/06/21 | Email | Resident | Church wall Vicarage Lane. | Sent to Chair and Vice. Clerk to respond. |
| 30/06/21 | Email | Resident | Tree in King George V. | Sent to Tree Warden and Chair. Holding email sent |
| 01/07/21 | Email | FHDC | Weekly Planning List. | No Action. |
| 01/07/21 | Email | FHDC | Weekly Delegated List. | No Action. |
| 01/07/21 | Email | FHDC | Planning Forum meeting details. | Sent to Planning Leads. |
| 01/07/21 | Email | FHDC | Planning application 21/1399. | Sent to all Cllrs. |
| 04/07/21 | Email | Resident | Church wall, Vicarage Lane. | Sent to Chair and Vice. |