



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON
MONDAY 2nd AUGUST 2021 AT 7.30PM.**

224/21 Those Present:

Councillors: C Chapman (Vice-Chair), G Clements, B Swan, C Kirchner, S Jones, K Allen, E Arnold Newing, County Cllr Susan Carey, 1 member of the public and the Clerk.

Apologies: Apologies were received and accepted from K Lamb (Chairman) and S Peall.

225/21 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.

226/21 Public Contribution

A member of the public enquired about the Woodland Trust Grants to be received.

227/21 Minutes of meetings

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 5th July 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.
2. **Resolved:** The minutes of the C&A Committee meeting of 19th July 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

228/21 Chairman's Report

In the absence of Chairman Cllr Lamb, his report was read to the room:

I would like to advise that the new entrance has now been installed at the King George V. This is a much safer entrance, rather than having to risk the dark, slippery, verge less route to the old gate. The sight line and visibility have been much improved, and the compound and gates help to provide a refuge and waiting place while vehicles pass.

We have been approached by some people who would like to run a football team from the pitch at The Gore. They propose that they would call themselves Elham FC and would apply to play in the Saturday Kent League. We are currently in discussions to work out the logistics. This could be a very exciting development with great potential.

229/21 Wellbeing

The Time to Talk is one of the main initiatives of the Wellbeing Advisory Committee. The initiative came out of the pandemic and has been developed by a working group. The main purpose of the initiative Time to Talk is to provide a safe space for residents to come together and talk about any challenges or issues affecting their mental health and wellbeing and to hopefully find support from the group. It was **agreed** that the flyer produced would be submitted to the newsletter and displayed in prominent places around the village.

230/21 Community and Amenities

1. **Houses the village needs** – Further to a discussion regarding the reasons behind the survey, it was **agreed** that the survey would be distributed to every house in the Parish. Cllr Clements will speak to the distributors of the newsletter to see if it could be inserted in the newsletter.
2. **Church Wall** – It was **agreed** that 3 contractors would be invited to tender for a 5 year rolling maintenance plan for the churchyard. The specification is to be agreed by the C&A committee. The quotations received are to be agreed by full Council.

231/21 Highways

1. The Highways Lead, Cllr Allen, reported:
The works from North Elham to Ottinge have been rescheduled to commence 23rd August.
Southern Water are carrying out the surfacing works to The Square commencing 9th August for 3 days.
Bollards – Cllr Carey advised the meeting that she has a site meeting with KCC Highways on 11th August to discuss the situation.
2. Cllr Clements advised the room that correspondence had been received regarding the state of the footpath between Bereforstal Farm and Waterworks Hill. County Cllr Carey advised this will also be discussed at the site meeting on 11th August.

232/21 Environment Working Group

After a brief discussion regarding the insurance quotations received for the Green Horizons Eco Family Day, it was **agreed** that insurance cover would be purchased from Zurich at the cost of £134.40.

It was **agreed** that discussions regarding the additional funding for the Green Horizons event would be deferred until the Ordinary meeting of the Parish Council in September.

233/21 Policies

The Complaints Procedure was reviewed, it was **agreed** that no amendments were required.

233/21 Planning

1. The receipt of received applications was **noted** and comments **agreed**:
21/1417/FH - 8 The Orchards, Elham, Canterbury, CT4 6TR - Two Storey Side extension. **Resolved – No objection. The comments of the Council are – our concerns are that the extension is disproportionate to the other properties in the street along with the limited access to the property for building works.**

21/1471/FH - Cullings Farm, Boyke Lane, Ottinge, CT4 6XL – Lawful development (proposed) for the erection of rear extension to existing dwelling. **Resolved – No Objection.**

2. No applications were received since the agenda was issued.
3. The decisions made by Folkestone and Hythe District Council were **noted**
21/1075/FH - The Sycamores, High Street, Elham, Canterbury, CT4 6SY – Demolition of existing garden room and erection of part single storey and part two storey extension and to include terracing to the rear garden. – **Approved with conditions.**
21/1103/FH - Jasmine, Canterbury Road, Elham, Canterbury, CT4 6UE – Proposed replacement outbuilding to form annex accommodation re-submission of 20/1787/FH. – **Approved with conditions.**
21/1189/FH - Roundhill Farm, Mount Bottom, Elham, CT4 6UJ- Lawful development certificate (existing) for Replica World War I trench system. – **Not Lawful.**

234/21 Finance

1. **Resolved:** The Accounts from June 2021 were a **true record** and were signed by the Chairman of the meeting.
2. **Resolved:** The Bank Reconciliation from June 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 July 2021.
4. It was **noted** that all Councillors received the Bank Reconciliation for July 2021.
5. The grant application received from Rhodes Minnis Village Hall was discussed and it was **agreed** to award the grant of £50 for replacement electrodes for the defibrillator.
6. The grant application received from Elham Village Hall Association was discussed and it was **agreed** that this would be deferred until the Ordinary meeting of Elham Parish Council in September.
7. It was **agreed** to vire £500 from Community Memorial to C&A budget provision.
8. It was **agreed** to vire £710 from unallocated funds to C&A budget provision.
9. **Resolved:** The July invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*
10. It was **agreed** that Cllr Chapman would become a bank signatory.

235/21 Verbal report was received from: County Councillor – Susan Carey

Kent County Council is holding its usual public consultation on its budget for 2022/23. The effects of Covid have reduced council tax revenue whilst costs of supporting residents especially the most vulnerable increased significantly. The Government provided generous funding during the pandemic but we cannot rely on emergency funding as a long-term plan. We want to set a 5 year plan for the council's finances and are asking for Kent's residents to give us their views on spending priorities. The consultation was launched on 28 July and runs [until 19 September](#). To take part, visit www.kent.gov.uk/budget

KCC launched a Reconnect programme for Kent's children in March and last month we put another £10m of our Government Covid Recovery funding towards it. It's about opportunities to reconnect with activities and friends and includes a free bus pass for young people in school years 6 to 13 for use [between 22 July and 31 August](#).

Residents and businesses in Kent are also being asked to volunteer their time or donate equipment or boost the funding available and they can do so at www.kent.gov.uk/reconnect The link can also be used to sign up for the Reconnect newsletter.

Lyminge library reopened on the 16 July with its pre-Covid opening days and times. All Kent's 99 libraries are expected to be open by mid-August.

Kent's Household Waste Recycling Centres are back to pre-Covid levels of capacity. The booking system is still in place and KCC will be consulting on whether to keep it long-term as it has proved popular with a large majority of current visitors. Bookings can be made online (24/7) or by phone in normal office hours. Slots are available every half hour which ensures queues are minimal. Bookings can be made for the next day and up to a month in advance (we're working towards same day bookings) and can be cancelled or amended. There are no limits on the number of bookings that can be made.

As previously reported, I have made the case to Kent Highways that the plastic bollards are not needed along Canterbury Road. They have agreed that the majority can go but (so far) insist that a few are needed to stop parking. I have a site visit with them at 10 00 [on 11 August](#) to discuss the situation.

Susan Carey
Member for Elham Valley
Kent County Council

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

236/21 Correspondence

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

237/21 Date of next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 6th September at 7.30pm.

There being no further business the meeting closed at 8.32pm.

Appendix 1

July 21 invoices approved at August 21 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF *	ONLINE	£9.44	£0.47	£8.97	Electric
Clerk salary **	ONLINE	£972.24	£0.00	£972.24	July 21 Salary
Clerks expenses *	ONLINE	£51.00	£0.00	£51.00	July 21 Expenses
HMRC **	ONLINE	£55.57	£0.00	£55.57	National Insurance
Canterbury Garden Rooms	ONLINE	£914.00	£0.00	£914.00	Memorial Table
A Osborn	ONLINE	£966.00	£161.00	£805.00	Memorial Table
Elham Primary School	ONLINE	£57.00	£0.00	£57.00	Room Hire
Viking	ONLINE	£68.88	£11.48	£57.40	Stationary
Reliable Networks	ONLINE	£36.48	£6.08	£30.40	Microsoft License
TOTAL		£3,130.61	£179.03	£2,951.58	

* 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 Log – July 21

Date	Email/ Phone Call	From /To	Re	Action
05/07/21	Email	Rhodes Minnis Village Hall.	Defibrillator.	Agenda item Aug.
06/07/21	Email	Trustees of The Gore	Permission.	Clerk responded. Sent to Chair.
07/07/21	Email	NALC	July newsletter.	No action.
08/07/21	Email	FHDC	Weekly Delegated List.	Decision notices issued to Cllrs.
08/07/21	Email	FHDC	Weekly Planning List.	No action.
08/07/21	Email	Elham Newsletter	Confirming Cllr details have changed.	No further action.
09/07/21	Email	EVHA	Receipt of memorial table email.	No further action required.
09/07/21	Cc email	Resident	Reply to Chairman email re church wall.	No further action.
10/07/21	Email	Resident	Community Memorial Table	Sent to Chair and Vice.
10/07/21	Email	Resident	Memorial application enquiry.	Clerk responded.
12/07/21	Email	FHDC	Extension for planning application 21/1417/FH - 8 The Orchards	Email sent to all Cllrs.
12/07/21	Email	KCC Highways	Road Closure 26 th – 30 th July	Sent to all Cllrs.
13/07/21	Email	NALC	Online courses.	Clerk to action.
13/07/21	Email	Elham Primary School	Invoice room hire.	Payment schedule.
15/07/21	Email	FHDC	Weekly Delegated List.	No action.
15/07/21	Email	FHDC	Weekly Planning List.	No action.
16/07/21	Email	Stery Funeral Directors	Interment forms.	Emailed forms.
19/07/21	Email	KALC	Monthly bulletin.	No action.
19/07/21	Email	School Governor	Queens Green Canopy meeting.	Clerk responded.
20/07/21	Email	Postling PC	Joint Transport Board minutes.	Sent to all Cllrs.
21/07/21	Email	Elham Newsletter	Completed grant application.	To be sent to all Cllrs prior to the meeting.
21/07/21	Cc email	Cllr Carey	Canterbury Road.	Clerk responded.
22/07/21	Email	FHDC	Weekly Delegated List.	No action.
22/07/21	Email	FHDC	Weekly Planning List.	No action.
22/07/21	Email	Elham Newsletter	Confirmation of grant application.	Agenda item.
22/07/21	Cc email	KCC Highways	Canterbury Road.	No action. Responded to email rec'd 21/07/21.
26/07/21	Email	FHDC	Press Release.	Sent to Cllrs.
27/07/21	Email	FHDC	Press Release.	Sent to Cllrs.

27/07/21	Email	Resident	Footpath beyond Bereforstal Farm.	Agenda item.
28/07/21	Email	FHDC	Weekly Delegated List.	Decision notices issued to Cllrs.
28/07/21	Email	FHDC	Weekly Planning List.	No action
30/07/21	Email	PKF Littlejohn	AGAR enquiries.	Clerk to respond.
02/08/21	Email	Play for Elham	ROSPA report.	To be held on file.