



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

In the absence of the Chairman and Vice Chair of Elham Parish Council, the Cllrs elected Cllr G Clements to be Chair of this Ordinary meeting.

300/21 Those Present:

Councillors :G Clements, B Swan, S Jones, 5 members of the public and the Clerk.

Apologies: Apologies were received and accepted from K Lamb (Chair), C Chapman (Vice-Chair), S Peall and K Allen.

No apologies were received from Cllr E Arnold Newing and C Kirchner.

301/21 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.

302/21 Public Contribution

Member of the public raised their concern at the state of the Caravan Park at Wingmore.

Member of the public raised their concern at the lack of street lighting to Duck Street. The Clerk is to report the two streetlights that are not working.

Member of the public raised their concern regarding the location of the green waste from the Stream Clean event.

303/21 Minutes of meetings

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 4th October 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

2. **Resolved:** The minutes of the Ordinary meeting (budget) of the Parish Council of 18th October 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

3. **Resolved:** The minutes of the Extraordinary meeting of 25th October 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

304/21 Chairman's Report – (Chairman of the meeting)

Thank you to Steve Elgar for replacing the light fitting to the defibrillator.

305/21 Community and Amenities

1. It was **agreed** to defer receiving an update on the Queens Green Canopy until the Ordinary meeting of the Parish Council in December.
2. It was **agreed** to defer discussing The Pound until the Ordinary meeting of the Parish Council in December.

306/21 Wellbeing

In the absence of the Wellbeing Advisory Committee Chair the following report was read to the meeting:

The Well-being group continue to meet on a monthly basis with our current focus on "Time to Talk". The last couple of years have been challenging and difficult for many, both short and long term and so, we've decided to set up a safe supportive space in our community, a place where we can talk and listen to each other and share our experiences.

This project is being led by a smaller group of 4, including Gary Harrison, Community Warden. The first meeting will be Monday 15th November from 7-9pm at St Mary's Hall and will be fortnightly. We have advertised around the village via the Newsletter, flyers and at the recent Newcomers event, where people expressed interest and gratitude.

It was **agreed** that the sum of £80.00 would be allocated to the Wellbeing Advisory Committee to cover the costs for the Time to Talk group (hall hire and refreshments for the next 2 months).

It was **agreed** that Cllr Chapman would attend the KALC Health and Wellbeing Conference at the cost of £60.00

307/21 Environment Working Groups

An Environment Working Group meeting is taking place on 2nd November. The primary agenda item is to discuss the whip planting which is due to take place at the beginning of December.

308/21 Planning

1. The receipt of received applications was **noted** and comments **agreed**:
21/1976 /FH - Timbers, Clavertye, Elham, Canterbury, CT4 6YE - Erection of a single storey side extension to an existing bungalow with externally accessible flat roof terrace. **Resolved: No objection.**
21/1933/FH - Elham Valley Holiday Park, Wingmore, Canterbury Road CT4 6LP - Lawful development certificate (proposed) for the stationing of touring caravans (as permitted by Lawful Development Certificate ref: Y07/0039/SH) for unrestricted human habitation. **Resolved: This application is for a lawful development certificate rather than planning permission. As such there is no consultation, but the Parish Council is welcome to comment should they wish. The final deadline for the application is 12.11.21.**
21/2072/FH/TCA - Walnut Tree House, High Street, Elham, CT4 6TB - Fell four Coniferous Cypress and re-plant with potentially Copper Beach. Fell one Apple and re-plant with a Crab Apple all situated in a conservation area. **Resolved: No objection.**

2. It was **noted** that no applications had been received since the agenda was published.
3. The decisions made by Folkestone and Hythe District Council were **noted**
 21/1705/FH- Verneys, High Street, Elham, Canterbury, CT4 6TD - Installation of extended flue to serve existing wood burning stove – **Approved with conditions.**
 21/1752/FH/NMA- Verschoyles Farm, Verschoyles Lane, Elham, Canterbury, CT4 6NN - non material amendment to planning permission Y16/0007/SH
 Erection of a two storey extension, with a new Kitchen and living area to the ground floor and two new bedrooms to the first floor together with two detached double carports (demolition of single storey side extension) to allow for a single four bay garage as opposed to 2 x two bay garages. – **Approved.**
FHDC Enforcement ref: 21/0356/CM - entrance onto Mill Lane – Enforcement have carried out a site visit and spoken to the owners. The owners intentions are to gain FHDCs consent in order to introduce an additional entry to their land via Mill Lane. They have instructed a surveyor to produce the planning application which will be submitted within the next few weeks. At that stage, comments will be invited from all persons with an interest along with the parish council prior to any decisions made. No further work will be carried out to achieve the new entrance until consent has been granted.

309/21 Finance

1. **Resolved:** The Accounts from September 2021 were a **true record** and were signed by the Chairman of the meeting.
2. **Resolved:** The Bank Reconciliation from September 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 October 2021.
4. It was **noted** that all Councillors received the Bank Reconciliation for October 2021.
5. It was **agreed** to defer the discussions regarding the grant application received from Elham Village Hall Association until the Ordinary meeting of the Parish Council in December.
6. **Resolved:** The October invoices were **agreed**, and payments were **approved**.
Please see appendix 1.

310/21 Consultations

It was **agreed** that a response would be made on behalf of the Parish Council to the Publication of Core Strategy Review – Main Modifications Consultation following Examination (Under the Planning and Compulsory Purchase Act 2004 (as amended) Section 20 (7C) and Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012) prior to the *closing date 15th November 2021 at 5pm.*

311/21 Remembrance Day

The Parish Council are looking for volunteers to act as marshals to assist with the road closures on Remembrance Sunday.

312/21 Verbal reports were given by:

In County Cllr Susan Carey absence, a brief report was read to the room.

There's still just time to sign up for the Kent Environment Strategy Conference on 02 November from 2pm to 4pm which will cover the work under way to get Kent to Net Zero (which means carbon emissions are reduced as much as possible and any remaining emissions offset by nature based solutions), the new EV charging network of 600 EV charging points across Kent (including 100 in car parks owned by Folkestone & Hythe District Council), rewilding Kent's countryside and farming with nature. You can book an online ticket here: <https://www.eventbrite.co.uk/e/kent-environment-strategy-conference-tickets-181731071527> A recording will also be available to view afterwards.

Then on 23 November 10 30am to 1 30pm we're holding our Plan Bee (Pollinator Action Plan) online conference and you can book here: <https://www.eventbrite.co.uk/e/kents-plan-bee-summit-2021-providing-for-pollinators-in-linear-features-tickets-191168609457>

Once again it will be recorded and available to view afterwards.

I'd also encourage you to respond to the consultation about KCC's Heritage Strategy (how we deal with developments, the recording, storage and access to archaeological finds, metal detecting on KCC land and more). Please respond by 13 December at www.kent.gov.uk/about-the-council/have-your-say

Finally, I'm delighted to report that eight of KCC's country parks have won Green Flags (Green Flags are a national award recognising the quality of the park, its value to the community and environment). Shorne Woods, Lullingstone, Trosley, Teston, Manor Park, Brockhill, and Pegwell Bay Country Parks have all retained their Green Flag status and new for this year is Grove Ferry Country Park in nearby Canterbury.

Susan Carey,
Member for Elham Valley, Kent County Council

District Councillor – Stuart Peall
No report available.

313/21 Correspondence

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

314/21 Date of next meeting and Close

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

There being no further business the meeting closed at 8.25pm.

Appendix 1

October 21 invoices approved at November 21 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF *	ONLINE	£8.76	£0.44	£8.32	Electric
Clerk salary **	ONLINE	£1,014.37	£0.00	£1,014.37	Oct 21 Salary
Clerks expenses *	ONLINE	£51.00	£0.00	£51.00	Oct 21 Expenses
HMRC **	ONLINE	£85.77	£0.00	£85.77	National Insurance
Viking Direct *	ONLINE	£30.52	£5.09	£25.43	Stationery
Elham Primary School *	ONLINE	£114.00	£0.00	£114.00	Room Hire
Radio Solutions **	Debit Card	£122.40	£20.40	£102.00	Walkie Talkies
Reliable Networks *	ONLINE	£36.48	£6.08	£30.40	Microsoft License
TOTAL		£1,463.30	£32.01	£1,431.29	

* 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 4.1 Financial Regs

APPROVED

Appendix 2 - Correspondence Log – October 21

Date	Email/ Phone Call	From /To	Re	Action
04/10/21	Email	Resident	Mirror to junction of Vicarage Lane.	Sent to Highways Lead.
05/10/21	Email	Resident	Wingmore Caravan Park.	Sent to Chair.
06/10/21	Email	Resident	Queens Green Canopy – tree planting.	Reply sent.
07/10/21	Email	Resident	Wingmore Caravan Park.	Sent to Chair.
07/10/21	Email	FHDC	Weekly Delegated List.	No action.
07/10/21	Email	FHDC	Weekly Planning List.	No action.
08/10/21	c.c Email	Resident	Wingmore Caravan Park.	No further action.
08/10/21	Email	FHDC	Press Release.	Sent to all Cllrs.
11/10/21	c.c Email	KCC Highways	Mirror to Vicarage Lane.	Sent to Highways Lead.
13/10/21	Email	Resident	The Stream Clean waste.	Clerk to respond.
14/10/21	Email	FHDC	Weekly Delegated List.	No action.
14/10/21	Email	FHDC	Weekly Planning List.	No action.
15/10/21	Email	FHDC	TPC for Remembrance Day Parade.	No action.
19/10/21	Email	Community Warden	Remembrance Day.	Clerk responded.
19/10/21	Email	CSU Folkestone	Safeguarding Womens and Girls event.	Sent to Wellbeing Advisory Committee.
19/10/21	Email	Resident	Fly tipping.	Clerk to respond.
20/10/21	Email	FHDC	Press Release.	Sent to all Cllrs.
20/10/21	Email	FHDC	21/2072/FH/TCA	Sent to all Cllrs.
20/10/21	Email	EVHA	Electric vehicle charging point.	No further action.
21/10/21	Email	FHDC	Press Release.	Sent to all Cllrs.
21/10/21	Email	FHDC	Weekly Delegated List.	No action.
21/10/21	Email	FHDC	Weekly Planning List.	No action.
21/10/21	Email	Resident	Entrance onto Mill Hill.	Clerk responded.

21/10/21	Email	FHDC	Enforcement Ref: Mill Hill 21/0356/CM.	No action.
22/10/21	Email	Resident	Kings Arms planning application.	No action.
22/10/21	Email	Resident	Vermin / King George V.	Clerk to respond.
25/10/21	Email	FHDC	Press Release.	Sent to Cllrs.
27/10/21	Email	Invicta Arb.	Confirmation of order.	No action.
27/10/21	Email	Bridge & Villages Community Magazine.	Queens Green Canopy.	Clerk responded.
28/10/21	Email	Bridge & Villages Community Magazine.	Confirmation.	Clerk to respond.
29/10/21	Email	FHDC	Weekly Delegated List.	No action.
29/10/21	Email	FHDC	Weekly Planning List.	No action.
29/10/21	Email	FHDC Enforcement	Mill Hill 21/0356/CM.	Sent to all Cllrs.