



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON
MONDAY 10th JANUARY 2022 AT 7.30PM.**

01/22 Those Present:

Councillors: K Lamb (Chair), C Chapman (Vice Chair), G Clements, B Swan, S Jones, K Allen, S Peall, 3 members of the public and the Clerk.

Apologies: No apologies were received from Cllr E Arnold Newing.

02/22 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.

03/22 Public Contribution

Member of the public raised their concerns regarding the visual impact Elham Valley Holiday Park is having in the AONB.

04/22 Minutes of meetings

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 6th December 2021 were **approved** and were **signed as a true record** by the Chairman of the meeting.

05/22 Chairman's Report – (Chairman of the meeting)

I would like to wish you all a happy new year.

Charles Kirchner has tendered his resignation from Elham Parish Council.

Can I once again remind all that is the responsibility of the Cllrs to declare an interest, if necessary, on items on the agenda. The Clerk can only advise and where appropriate Cllrs should seek clarity from the Democratic Services at FHDC. Interests must be declared at start of the meeting or as soon as it becomes clear to you that an interest exists so that this can be recorded in the minutes of the meeting.

06/22 Community and Amenities

1. Tree Inventory – It was **agreed** that Cllr Clements (Tree Warden) would liaise with contractors to obtain quotes for the work advised in the tree inventory. Quotes will be discussed by full council.
2. The replacement tree to Vicarage Lane / The Row has now been purchased and will be planted during January.

3. It was **agreed** the Cllr Clements and Cllr Swan would clear the debris from the storm damaged Yew in the Churchyard and the ivy that has been cleared from the Pound this month.
4. The Clerk is to email members of the QGC working group to arrange a further meeting.

07/22 Wellbeing

The Well-being group continue to meet on a monthly basis with our current focus on “Time to Talk”.

Time for Talk meetings are taking place fortnightly, on a Monday, in St Marys Hall from 7-9pm. All are welcome to attend.

Cllr Peall advised the meeting that he would like to support the Wellbeing Advisory Committee / Time for Talk with a Ward Grant. It was **agreed** that the WAC / Clerk would submit a Ward grant application for the cost of the next two months set up costs and cost for the flyers advertising Time for Talk.

08/22 Highways

Further to a brief discussion regarding the possible proposal of a bollard to be installed near Elham Manor, The Row it was **agreed** that the Highways Lead would visit the proposed location and report back his findings.

09/22 Planning

1. It was **noted** that two applications had been received since the agenda was published.
 21/2493/FH - North View, White Horse Lane, Rhodes Minnis, Canterbury CT4 6XP - Replacement of external cladding including improvements to wall insulation and ventilation. **Resolved: No Objections.**
Consultation for the proposed diversion of footpath HE100 (part) at Elham.
Resolved: Comments agreed and submitted by Elham Parish Council during the initial consultation still stand.
2. The decisions made by Folkestone and Hythe District Council were **noted**
 21/1733/FH - Mount Lodge, Mount Bottom, Cullens Hill, Elham, Canterbury, CT4 6UJ - Erection of replacement extension following demolition of existing; Loft conversion with 3 no. dormer windows and 2 no. rooflights; External timber cladding. – **Approved with conditions.**
 21/2210/FH - 21 Fairfield, Elham, Canterbury, Kent, CT4 6UT- Proposed two storey side and front extension together with front dormer window. **Approved with conditions.**
 21/2038/FH - The Sycamores, High Street, Elham, Canterbury, CT4 6SY - Section 73 application for the variation of conditions 2 (submitted plans) and 3 (Joinery details) for planning permission 21/1075/FH (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.**
 21/2054/FH - Miniver House, Canterbury Road, Elham, Canterbury, CT4 6UG - Erection of an Orangery and double storey extension to the rear, erection of a first floor extension and erection of a detached garage and store. **Approved with conditions.**

21/2223/FH - Hillcroft, Longage Hill, Rhodes Minnis, Canterbury, Kent, CT4 6XT - Demolition of existing side extension and erection of single storey front/side extension (including front porch). Demolition of existing garages and erection of new single storey garage to rear of garden. **Approved with conditions.**

21/2226/FH/TCA - Church Walk, Pound Lane, Elham, Kent, CT4 6UA - Works to trees situated in a Conservation area comprising of overall crown reduction by 3 metres of a Whitebeam (T1). **No objections.**

10/22 Finance

1. **Resolved:** The Accounts from November 2021 were a **true record** and were signed by the Chairman of the meeting.
2. **Resolved:** The Bank Reconciliation from November 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 December 2021.
4. It was **noted** that all Councillors received the Bank Reconciliation for December 2021.
5. **Resolved:** The December invoices were **agreed**, and payments were **approved**.
Please see appendix 1.

11/22 Verbal reports were given by:

In County Cllr Susan Carey absence, a brief report was read to the room.
KCC report January 2022

As we start the year the latest reports show a rise in the spread of Omicron but vaccinations and the new treatments for Covid seem to have limited both the severity of disease and the number of deaths. However, just before Christmas local government was asked by the Government to reinstate some of the measures we took during earlier waves of Covid.

- Our Public Health Team are working with the NHS to encourage everyone who's eligible to get vaccinated/boosted.

- We have reinstated our Temporary Place of Rest so that there is capacity for bodies should the hospital mortuaries be unable to cope (always a sobering step to take)

- We are once again promoting 'Kent Together' our online and telephone advice service where people can ask for help for themselves or someone else. Kent Together has helped vulnerable people get food and/or medicines or just a friendly voice at the end of a phone.

Kent Together can also signpost those in financial difficulty to the help available. Go to www.kent.gov.uk/kenttogether or call 03000 41 92 92

KCC has its budget meeting on 10 February and once again we have to find savings to meet the rising numbers of people (and complexity of cases) that are eligible for our social care services. KCC has continued to fund several discretionary services which other County Councils have long withdrawn and we now need to do the same. You can find the 2022/23 draft budget, the 2022 – 2025 Medium Term

Financial Plan and the 2022 – 2032 draft capital plan here;<https://www.kent.gov.uk/about-the-council/finance-and-budget/our-budget>

At KCC I have a particular responsibility for Environment and Waste and next week I am issuing my regular newsletters on each topic ahead of the next meeting of KCC's Environment & Transport Cabinet Committee (ETCC) on 18 January. Primarily produced for KCC Members, the newsletters are also sent to KALC to share with parish councils and I hope you will find them of interest. We're making good progress on reducing our greenhouse gas emissions (and saving money) and recycling rates at our Household Waste Recycling Centres have improved. The papers for ETCC should be published on the KCC website on 11 January so you can read the full Performance Dashboard paper as well as a report on the public consultation held on whether to keep the booking system for the Household Recycling Centres.

Susan Carey,
Member for Elham Valley, Kent County Council

District Councillor – Stuart Peall
No report given.

12/22 Meeting Schedule

It was **agreed** to adopt the meeting schedule for 2022.

13/22 Correspondence

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

14/22 Date of next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 7th February 2022 at 7.30pm.

There being no further business the meeting closed at 8.15pm.

Appendix 1

December 21 invoices for approval at January 22 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF *	ONLINE	£9.08	£0.43	£8.65	Electric
Clerk salary **	ONLINE	£1,021.32	£0.00	£1,021.32	Dec 21 Salary
Clerks expenses *	ONLINE	£51.00	£0.00	£51.00	Dec 21 Expenses
HMRC **	ONLINE	£90.52	£0.00	£90.52	National Insurance
Shopfitting Warehouse	Debit Card	£12.45	£2.43	£10.02	Leaflet display
Castle Water	ONLINE	£155.15	£0.00	£155.15	Water
Elham Village Hall	ONLINE	£525.00	£0.00	£525.00	EVH Grant
Elham Primary School	ONLINE	£38.00	£0.00	£38.00	Room Hire
G Clements	1468	£22.50	£0.00	£22.50	Replacement Tree
Reliable Networks *	ONLINE	£36.48	£6.08	£30.40	Microsoft License
TOTAL		£1,961.50	£8.94	£1,952.56	

* 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

Appendix 2 - Correspondence Log – December 21

Date	Email/ Phone Call	From /To	Re	Action
07/12/21	Email	Hopkins +	Defibrillator visit report.	No action.
07/12/21	Email	FHDC	Press Release – Hub.	Sent to all Cllrs.
07/12/21	Email	PROW	Confirmation of receipt of decision.	No action.
08/12/21	Email	Resident	Storm damage to Yew tree in Churchyard.	Sent to Tree Warden.
09/12/21	Email	FHDC	Weekly planning list.	No action.
09/12/21	Email	FHDC	Delegated List.	No action.
10/12/21	Email	KALC Shepway Area Committee	Agenda	Sent to all Cllrs.
15/12/21	Email	FHDC	Press Release- LED streetlights.	Sent to all Cllrs
16/12/21	Email	FHDC	Weekly planning list.	No action.
16/12/21	Email	FHDC	Delegated List.	Decisions sent to all Cllrs.
16/12/21	Email	FHDC	Community Safety updates.	Sent to Wellbeing Comm. and all Cllrs.
17/12/21	Email	FHDC	Official receipt of planning application 21/1933/FH Elham Valley Holiday Park.	Already discussed at Nov. meeting.
17/12/21	Email	FHDC	Press Release – Helping rough sleepers.	Sent to all Cllrs.
20/12/21	Email	FHDC	Press release – Modern homes in Victorian setting.	Sent to all Cllrs.
22/12/21	Email	FHDC	Tax Base.	No action.
22/12/21	Email	FHDC	Press release – Wish upon a star.	Sent to all Cllrs.
22/12/21	Email	KALC Shepway Area Committee	Minutes of meeting held on 16 th Dec 21.	Sent to all Cllrs.
23/12/21	Email	FHDC	Weekly planning list.	No action.
23/12/21	Email	FHDC	Delegated List.	Decisions sent to all Cllrs.
23/12/21	Email	Resident	Churchyard Yew.	Sent to Tree Warden.
24/12/21	Email	FHDC Case Officer	Reply to Clerks email re Kings Arms Application.	Await further response.
01/01/22	Email	PM Clark	Boxing Day hunt.	Clerk to respond.
03/01/22	Email	Church Warden / resident	Churchyard Yew and The Pound.	Clerk to respond.
04/01/22	Email	Vivien J	Boxing Day hunt.	Clerk to respond.
05/01/22	Email	Kent Sabs	Boxing Day hunt.	Clerk to respond.
05/01/22	Email	L Brooker	Boxing Day hunt.	Clerk to respond.

