



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL  
HELD ON  
MONDAY 7<sup>th</sup> FEBRUARY 2022 AT 7.30PM.**

**20/22 Those Present:**

Councillors: K Lamb (Chair), G Clements, B Swan, S Peall, no members of the public and the Clerk.

**Apologies:** Received and approved from Cllr Chapman (Vice Chair), S Jones and K Allen. Received and not accepted from Cllr E Arnold Newing.

**21/22 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.

**22/22 Public Contribution**

No members of the public present.

**23/22 Minutes of meetings**

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council of 10<sup>th</sup> January 2022 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 17<sup>th</sup> January 2022 were **approved** and were **signed as a true record** by the Chairman of the meeting.

**24/22 Chairman's Report – (Chairman of the meeting)**

The Chairman had nothing to report.

**25/22 Community and Amenities**

1. Queens Green Canopy - **Resolved** to hold a QGC working group meeting on Monday 21<sup>st</sup> February to push forward with the initiative. Clerk to send out invites.
2. Queens Platinum Jubilee - **Resolved** that the Clerk would speak with the EVHA following their committee meeting.
3. Churchyard maintenance – **Resolved** that the Clerk would email all parties a copy of the approved Parish Council maintenance schedule for St Marys Churchyard.

## 26/22 Highways

1. **Resolved** – No objection to the proposal of a bollard to be installed near Elham Manor, The Row.
2. In the absence of the Highways Lead no report was available on the remedial works to The Square.

## 27/22 Public Rights of Way

The receipt of the formal consultation for Public Footpath (Part) HE373 in the Parish of Elham - Public Path Diversion and Definitive Map and Statement Modification Order 2022 was **noted**. The comments of the Parish Council remain as per the informal consultation, no objections.

## 28/22 Planning

1. The receipt of received applications were **noted** and comments **agreed**.

21/2520/FH - Boyke Bungalow, Boyke Lane, Rhodes Minnis, Canterbury, CT4 6XN - Erection of a replacement dwelling. **Resolved – to object for the following reasons: The build appears disproportionate to the plot itself. The plans show a garage being built at the front and so pushing the house back and subsequently contravening the 45 degree rule, creating an overbearing and overshadowing issue. Plans show only elevations without heights which could create a building height not in keeping with the surrounding properties. Plans with a proper scale are required.**

22/0073/FH - High Beeches, Vicarage Lane, Elham, Canterbury, CT4 6TT - Demolition of existing rear store/garden room and replace with new. **Resolved – No objection.**

22/0056/FH - St Zita, High Street, Elham, Canterbury, CT4 6SY - Re-pollard back to previous pollard points one Chestnut tree subject to Tree Preservation Order No. 16 of 1994. **Resolved - No objection.**

21/2509/FH - Cullings Farm, Boyke Lane, Ottinge, Canterbury, Kent, CT4 6XL - Retrospective application for installation of two gates creating a new access point to an existing farmland. **Resolved - No objection.**

2. The receipt of received applications since the agenda was issued were **noted** and comments **agreed**.

22/0129/FH - Updown Cottage, The Row, Elham, Canterbury, CT4 6UL - Crown raise of 4 meters to Ash tree covered by TPO No. 13 of 2020. **Resolved – to request an extension until 8<sup>th</sup> March.**

22/0140/FH - Pine Villa, Clavertye, Elham, Canterbury, CT4 6YE - Erection of a two storey rear extension, insertion of velux roof windows & internal alterations (existing conservatory to be demolished). **Resolved - to request an extension until 8<sup>th</sup> March.**

3. Decisions made by Folkestone and Hythe District Council were **noted**.

21/1555/FH - Brogdale, High Street, Elham, Canterbury, CT4 6TB - Remove chimney two and rebuild using lime mortar and heritage bricks. Repoint chimney at rear, rake out, repoint and reflanch chimney 3 at rear and list building consent application 21/1562/FH.- **Approved with conditions.**

21/0927/FH - Exted Farm, Exted Farm Road, Elham, Canterbury, CT4 6YG - Listed Building Consent for the replacement of 4no windows.- **Approved with conditions.**

## 29/22 Finance

1. **Resolved:** The Accounts from December 2021 were a **true record** and were signed by the Chairman of the meeting.
2. **Resolved:** The Bank Reconciliation from December 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 January 2022.
4. It was **noted** that all Councillors received the Bank Reconciliation for January 2022.
5. **Resolved:** The January 2022 invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*
6. It was **agreed** to employ L Robbins to carry out the external audit of the 2021/2022 accounts.

## 30/22 Verbal reports were given by:

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

There's a full day's debate on KCC's budget for 2022/23 this Thursday 10 February. We will be meeting at the Detling showground as the chamber at the County Council is at the centre of the building with no external windows and limited ventilation. With 81 County Councillors coming in from all parts of Kent and around 20 officers in attendance the advice from our Public Health team was to hold the meeting where it could be better ventilated.

We are proposing a rise of 2% overall plus another 1% earmarked for social care. Despite this rise we also need to make savings to balance the budget (a balanced budget is a legal requirement). The debate will be recorded and will appear on the council website after the meeting.

We've been making some good progress on reducing KCC's energy bills through more use of LED lights, better insulation, ground and air source heat pumps and investment in solar panels. We are also running our Solar Together scheme again and it is open to householders, community buildings and small businesses. By joining together to buy the panels we can get a better price than we would as individuals. You can register your interest here:

<https://solartogether.co.uk/kent/home>

I'm pleased to report that KCC is keeping the booking system for the Household Waste Recycling Centres. Although a public consultation is not a referendum, it was good to see that there was a clear margin in favour of keeping the system. Over 10,000 people gave us their views which makes it the largest response to a consultation that anyone at KCC can remember. The biggest objection to keeping the booking system was from those who wanted to be able to turn up on the day. In response to this we've been trialling 'on the day' bookings at three HWRCs

including Folkestone. It's worked well so we're extending 'on the day' bookings to all 18 HWRCs by the end of next month.

**Susan Carey,**  
**Member for Elham Valley, Kent County Council**

**District Councillor – Stuart Peall**

**Full steam ahead for Folkestone Place Plan** - Ambitious plans to create a sustainable and vibrant future for Folkestone town centre are moving forward. The council has begun work with a consultant team to design and develop priority projects set out in the Folkestone Place Plan, which was approved by the council in September 2021. The work will include engagement with partners, stakeholders and the local community on the detail of the projects which may be part of an application for the government's Levelling Up funding. This provides support for local authorities to deliver transformational investment into town centres. The Place Plan identifies six 'missions' for tackling Folkestone's 'Grand Challenge' and creating a town centre fit for the future. These missions include celebrating what's good, a town centre for the future, a place for all voices, moving sustainably, accessing opportunity and delivering sustainable quality. Sustainability is at the heart of the Place Plan, alongside improvements to transport and movement in the town centre. Sites and buildings that can be repurposed or redeveloped are also identified in the plan. Six priority projects which are to be the focus of the work are - the Folkestone Central rail station arrival and town centre connections, the gateway into the town centre and Bouverie Square, the public realm of Sandgate Road and the town centre, the area around the new skate park F51 and Payers Park, bringing forward the Harbour Line and reconfiguring Tram Road and improving Sunny Sands. The consultant team is being led by We Made That which successfully worked with the council to develop the Place Plan.

**Local issues up for discussion** - Residents are being asked to let Folkestone & Hythe District Council know what local issues they would like discussed. Suggestions for matters which are important to the community will help shape the council's Overview and Scrutiny Committee for the next financial year. In 2020/21, there was input into proposals for setting up a new Customer Access Point (for those without digital access to council services), and a Task and Finish Group was set up to review waste and street cleansing (with recommendations considered by Cabinet and senior leadership). Ideas will be subject to the approval of the monitoring officer. Members of the committee will then consider proposals alongside forthcoming decisions to select and approve a work plan for the coming year at their meeting on 26 April 2022. The recommended work plan will be the subject of a decision made at the Annual Meeting of the Council on 4 May 2022.

**Support system is a real lifeline**-A support system which has given independence to thousands of people is marking its 40th anniversary with the launch of a new website. Folkestone & Hythe District Council's Lifeline365 service was established in 1982 and offers different products which link users to a centrally-controlled specialist team 24 hours a day, 365 days a year. It can be used by council tenants and private householders alike and has all types of clients. These include the elderly and

vulnerable people - including lone workers - or users who simply need to know that there is someone at the end of a line for a chat.

**Jobs' boost to Kickstart young people's new year** - Unemployed young people are being given a jobs' boost thanks to Folkestone & Hythe District Council, with the creation of nine new roles. The government-funded Kickstart Scheme gives those aged from 16 to 24 and who are on Universal Credit, the chance to apply for high-quality jobs which will build their confidence and skills in the workplace. This improves their chances of going on to find long-term, sustainable work either with the council, or another employer. The nine jobs at F&HDC are administrative assistant (five positions in different departments), trainee gardener (three positions), and assistant caretaker. All are paid and 25 hours a week for a six-month fixed term

**31/22 Correspondence**

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

**32/22 Date of next meeting and Close**

The next ordinary meeting of the Parish Council will be on Monday 7<sup>th</sup> March 2022 at 7.30pm.

There being no further business the meeting closed at 8.35pm.

## Appendix 1

### January 22 invoices for approval at February 22 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF *	ONLINE	£11.40	£0.57	£10.83	Electric
Clerk salary **	ONLINE	£980.45	£0.00	£980.45	January 22 Salary
Clerks expenses *	ONLINE	£51.00	£0.00	£51.00	January 2022 Expenses
Clerks expenses *	ONLINE	£79.00	£0.00	£79.00	Clerks Expenses
HMRC **	ONLINE	£61.23	£0.00	£61.23	National Insurance
G Clements	ONLINE	£5.10	£0.00	£5.10	Tree stake
Hopkins +	ONLINE	£95.16	£15.86	£79.30	Defibrillator
Nest	Direct Debit	£39.64	£0.00	£39.64	Clerks Dec 21 Pension
Nest	Direct Debit	£35.17	£0.00	£35.17	Clerks Jan 22 Pension
C Burrows	ONLINE	£39.86	£0.00	£39.86	Time for Talk
Reliable Networks *	ONLINE	£31.92	£5.32	£26.60	Microsoft License
<b>TOTAL</b>		<b>£1,429.93</b>	<b>£21.75</b>	<b>£1,408.18</b>	

\* 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 – January 22

Date	Email/ Phone Call	From /To	Re	Action
13/01/22	Email	FHDC Planning	Weekly Planning List.	No action.
13/01/22	Email	FHDC Planning	Delegated List.	21/0927/FH decision sent to all Councillors.
14/01/22	Email	FHDC Planning	Planning Committee 20/0747	Clerk responded.
17/01/22	Email	FHDC	Press Release – Kick Start	Sent to all Councillors.
18/01/22	Email	P Roberts	Twinning meeting	Clerk responded.
19/01/22	Email	Church Warden	St Marys Churchyard maintenance.	Clerk to respond.
19/01/22	Email	Environment Working Group	St Marys Churchyard maintenance.	Clerk to respond.
20/01/22		FHDC Planning	Weekly Planning List.	No action.
20/01/22		FHDC Planning	Delegated List.	21/1555 & 21/1563 decisions sent to all Councillors.
22/01/22	Email	Resident	20/0747 Kings Arms	Sent to Chair, clerk responded.
24/01/22	Email	Resident	20/0747 Kings Arms	No action.
26/01/22	Email	Resident	Dog Fouling	Clerk to action.
27/01/22	Email	FHDC Planning	Weekly Planning List.	No action.
27/01/22	Email	FHDC Planning	Delegated List.	No action.
27/01/22	Email	FHDC Planning	21/2520 Boyke Bungalow.	On website and sent to all Councillors.
28/01/22	Email	FHDC Planning	22/0056 St Zita.	On website and sent to all Councillors.
28/01/22	Email	PROW	Public footpath (Part) HE373 consultation.	Sent to all Councillors.
28/01/22	Email	FHDC Planning	22/0073 High Beeches.	On website and sent to all Councillors.
30/01/22	Email	EVH	Email of thanks.	No action.
31/01/22	Email	KCC	Application for street parties for QPJ.	Informative.
02/02/22	Email	Hopkins +	Defib reports and case.	No action.
03/02/22	Email	FHDC Planning	Weekly Planning List.	No action.
03/02/22	Email	FHDC Planning	Delegated List.	No action.