



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON
MONDAY 6th JUNE 2022 AT 7.30pm**

115/22 Those Present:

Councillors: K Lamb (Chair), C Chapman (Vice Chair), B Swan, S Jones, G Clements and Clerk.

Apologies: Received and accepted from Cllr K Allen. Not received from Cllr Peall.

116/22 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.

117/22 Public Contribution – There were none.

118/22 Minutes of meeting.

- 1. Resolved:** The minutes of the Annual meeting of the Parish Council meeting of 9th May 2021 were **approved** and were **signed as a true record** by the Chairman of meeting.
- 2. Resolved:** The minutes of the C&A Committee meeting of 16th May 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.

119/22 Chairman's Report

On behalf of the Parish Council, I would like to express our thanks to Jan Stanyon and the EHVA for making the Platinum Jubilee event such a success. It was a positive collaboration between the Parish Council and the Elham Village Hall Association.

We have been approached by a group intending to use the Gore for football on a weekly basis on a Saturday. They have registered with Kent FA / Canterbury League as Elham Valley football team. They will begin using for The Gore for pre-season training.

Thank you to Mr Verney who has generously donated £100 towards the upkeep of the burial ground.

We have planted the Platinum Jubilee Mulberry tree in the north end of the King George V. Name plaques for all the Jubilee trees are to follow.

120/22 Finance

- 1.** The Council **considered** the 2020-21 External Auditors Report and **agreed** no actions.

2. The Council reviewed the 2021-2022 Internal Auditor Report and **agreed** no actions.
3. The Council **reviewed** and **approved** the unaudited accounts for 2021-22.
4. The Council **reviewed** and **approved** the effectiveness of the system of internal control, this was signed by the Chairman and the Clerk at the time of the meeting and witnessed by all present.
5. The Council **approved** the Annual Governance Statement for 2021-22, Section 1 of the AGAR for the year ending 31st March 2022, this was signed by the Chairman and the Clerk at the time of the meeting and witnessed by all present.
6. The Council **approved** the Accounting Statements for 2021-22, Section 2 of the Agar for year ending 31st March 2022. Signed prior to the meeting by the Clerk and signed by the Chairman at the time of the meeting and witnessed by all those present.
7. The Council **approved** the supporting Bank Reconciliation as of 31st March 2021, this was signed by the Chairman and the Clerk at the time of the meeting and witnessed by all present
8. The Council **approved** the explanation of the significant variations from 2020-21 to this year 2021-22, this was signed by the Chairman and the Clerk at the time of the meeting and witnessed by all present.
9. The dates set for the period for the exercise of public rights (1st July 2022 – 11th August 2022) were **agreed**.
10. The Accounts from April 2022 were a **true record** and were signed by the Chairman of the meeting.
11. The Bank Reconciliation from April 2022 was a **true record** and was signed by the Chairman of the meeting.
12. It was **noted** that all Councillors received the Accounts for May 2022.
13. It was **noted** that all Councillors received the Bank Reconciliation for May 2022.
14. The May invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*

121/22 Planning

1. The received planning applications were **noted**, and comments **agreed**:
22/0717/FH - Mount Hill Cottage , Chapel Lane, Rhodes Minnis, Kent, CT4 6YB - Creation of a horse menage & replacement stables and detached garage
Resolved: No objection.
2. The received planning applications were **noted** since the agenda was issued, and comments **agreed**:
22/0800/FH - Manor Lodge, Canterbury Road, Elham, Canterbury, Kent, CT4 6UG- Demolition of detached garage outbuilding and erection of detached garage
Resolved: No objection.
22/0779/FH - Trentham, High Street, Elham, Canterbury, Kent, CT4 6TB - Erection of a single storey rear glazed extension and a side extension with a new access door and 22/0910/FH- Listed building consent for the erection of a single storey rear glazed extension and a side extension with a new access door. **Resolved : Deferred until Ordinary meeting of Parish Council in July.**
3. Following a discussion regarding the response received from the Case Officer in relation to the Parish Councils comments (21/2520/FH Boyke Bungalow),

it was **agreed** that the Planning Lead would draft a response to be sent on behalf of the Parish Council.

4. No decisions made by Folkestone and Hythe District Council were **noted**.

122/22 C&A Committee

There is to be a family afternoon at The Gore to raise funds for Play for Elham. This will take place at the end of the summer academic term.

The Clerk is to obtain a further quote for the professional fees for the proposed works to the Gore. Amended drawings will be discussed with full Council at the July Ordinary meeting of the Parish Council.

123/22 Outside Bodies

Confusingly, following on from an Elham Community Trust member approaching the Parish Council to suggest that the Parish Council provide a representative for the Trust, the following correspondence was received:

“Your email has been discussed by the Trust having been received with some consternation, the Trust have never requested a Parish Council nomination and were not prepared to have one imposed on it. I am pleased however to convey for information that after discussion the Trust members were acceptable to a further Trust member and considered that Brian Swan, as a local resident would be an ideal candidate, additionally he could keep the Parish Council informed of the Trusts actions. I would like to send Brian a formal invitation and the necessary Charity forms for completion and would appreciate his address accordingly”.

124/22 In the absence of County Councillor Susan Carey, a report was read to the room:

I hope you all enjoyed the Platinum Jubilee celebrations. Kent Highways waived the normal fees for road closures for street parties and approved 575 closures which was by far the largest total for a county in the UK. We also had the largest number of beacons!

KCC continues to work with other public sector partners on the Homes for Ukraine scheme. So far 1,281 Ukrainians have arrived in Kent as part of this scheme, There will undoubtedly be more Ukrainians arriving as there is a separate scheme for those joining family and no one is obliged to register with us. We also expect numbers to rise as more visas are issued.

The Government has allocated KCC a £11m grant to help families and other vulnerable people; it will be used for Free School Meals for the May half term, as well as a £50 flat rate assistance for the summer holidays, along with support for vulnerable residents’ energy and water bills and other help to those experiencing financial hardship. Our KentTogether helpline [03000 41 92 92](tel:03000419292) is the place to go for help.

I’m pleased to say that Operation Brock on the M20 has just been lifted. Over the Platinum Jubilee holiday freight volumes were 30% higher than predicted and tourist traffic was also up including large numbers of people turning up without a booking. The underlying problems of too much traffic being funnelled down the M20 to Eurotunnel and Dover Harbour remains unresolved and KCC continues to press Government to provide the infrastructure needed.

National Highways, formerly Highways England gave a presentation to KCC Members on the Lower Thames Crossing. This will be a tunnel which will divert much freight traffic away from the M20 and the Dartford crossing. They are still expecting the project to complete by 2030 though this seems ambitious for a project of this size and complexity.

Susan Carey
Member for Elham Valley, Kent County Council

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

125/22 Correspondence

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

126/22 Date of next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 4th July 2022 at 7.30pm.

There being no further business the meeting closed at 10.05pm.

Appendix 1 - May 2022 invoices approved

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF ** (April 2022 invoice)	ONLINE	446.89	22.91	423.98	Electric
EDF	ONLINE	16.91	0.81	16.10	Electric
Clerk salary **	ONLINE	1,009.60	0.00	1,009.60	May 22 Salary
Clerks expenses *	ONLINE	51.00	0.00	51.00	May 22 Expenses
Clerks Pension ***	DIRECT DEBIT	41.01	0.00	41.01	Clerks Pension
HMRC **	ONLINE	82.84	0.00	82.84	HMRC
Elham Primary School	ONLINE	57.00	0.00	57.00	Room Hire
Play for Elham	ONLINE	23.00	0.00	23.00	Refund
Viking	ONLINE	36.02	6.00	30.02	Stationary
Reliable Networks	ONLINE	38.64	6.44	26.60	Microsoft license
TOTAL		£1,802.91	£36.16	£1,761.15	

* Bacs / Card payment 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

APPROVED

Appendix 2 – Correspondence

Date	Email/ Phone Call	From /To	Re	Action
10/05/22	Email	P Roberts	Twinning	Clerk responded.
11/05/22	Email	Sanctury Warden	Parking in Pound Lane.	Sent to Chair and Highways Lead.
11/05/22	Email	NatWest	Business Profile.	Ongoing issue.
11/05/22	Email	Resident	Road Danger to The Row.	Sent to Chair and Highways Lead.
12/05/22	Email	Elham Community Trust	Scheduled meeting.	Sent to Cllr representative.
12/05/22	Email	FHDC Planning	Weekly Planning List.	No action.
12/05/22	Email	FHDC Planning	Delegated List.	No action.
12/05/22	Email	Elham Community Trust	Elham Parish Council representative.	Sent to Chair and Cllr Rep.
13/05/22	Email	FHDC	Planning and Licensing Committee agenda – Kings Arms.	Sent to all Cllrs.
13/05/22	Email	P Verney	Acknowledgement of thanks.	Sent to Chair.
18/05/22	Email	FHDC Planning	Weekly Planning List.	No action.
18/05/22	Email	FHDC Planning	Delegated List.	No action.
20/05/22	Email	FHDC Planning	22/0717/FH Mount Hill Cottage.	Sent to all Cllrs.
21/05/22	Email	Connect Elham	Proposed response to prior approval – Ottinge.	Sent to Telecomms Committee.
23/05/22	Email	FHDC Case Officer	21/2520/FH Boyke Bungalow.	Sent to Planning Lead, Chair and all Cllrs.
25/05/22	Email	FHDC	Press release – court case news.	Sent to all Cllrs.
25/05/22	Letter	Elham Community Trust	Community Orchard.	Sent to Chair.
26/05/22	Email	Resident	Tree to the Triangle.	Sent to Sir John Williams Trust.
26/05/22	Email	FHDC Planning	Weekly Planning List.	No action.
26/05/22	Email	FHDC Planning	Delegated List.	No action.
26/05/22	Email	FHDC Planning	22/0800/FH Manor Lodge.	Sent to all Cllrs.
27/06/22	Email	Sir John Williams Trust	Acknowledgement of email re tree.	No action.
01/06/22	Email	FHDC Planning	Weekly Planning List.	No action.

01/06/22	Email	FHDC Planning	Delegated List.	No action.
01/06/22	Email	FHDC Planning	22/0910 & 22/0179/FH – Trenthan.	Sent to all Cllrs.
01/06/22	Email	Resident	The Gore.	Sent to Chair. Clerk to respond.
01/06/22	Email	FHDC Planning	Decision notice 22/0682 St Marys Church – tree application.	Sent to all Cllrs.
03/06/22	Email	KALC Shepway Area Committee	Meeting date.	Sent to Cllr Clements.