



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON  
MONDAY 4<sup>th</sup> JULY 2022 AT 7.30pm**

**131/22 Those Present:**

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

**Apologies:** Received and accepted from Cllr K Allen.

**132/22 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.

**133/22 Public Contribution – There were none.**

**134/22 Minutes of meeting.**

- 1. Resolved:** The minutes of the Ordinary meeting of the Parish Council meeting of 6<sup>th</sup> June 2022 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 13<sup>th</sup> June 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.

**135/22 Chairman's Report**

Every year throughout the spring and summer Elham Parish Council receive numerous complaints regarding trees, hedges and other vegetation which overhang the highway / footpaths from private properties. It is the responsibility of the landowner to ensure that trees, hedges and other vegetation bordering the highway and footpaths are maintained and cut back to their boundary. Members of the public are able to report obstructions to KCC PROW on <https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way>

Further to a land search, we note that FHDC are responsible for the footpath that runs from The Orchards to the King George V. The Clerk is to write to FHDC and advise that the vegetation needs maintenance.

The Environment Working Group are doing a fantastic job of the herb garden in the King George V.

Thank you to District Councillor P Martin who has generously donated £365.53 towards updating the facilities at the Gore from his Ward Grant.

### 136/22 Finance

1. The Accounts from May 2022 were a **true record** and were signed by the Chairman of the meeting.
2. The Bank Reconciliation from May 2022 was a **true record** and was signed by the Chairman of the meeting.
3. It was **noted** that all Councillors received the Accounts for June 2022.
4. It was **noted** that all Councillors received the Bank Reconciliation for June 2022.
5. The virement of £100 (donation Mr P Verney) to ringfenced Burial Ground was **agreed**.
6. The virement of £365.53 (donation from P4E / Cllr Martin (FHDC)) to ringfenced C&A The Gore was **agreed**.
7. The June invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*

### 137/22 Planning

1. The received planning applications were **noted**, and comments **agreed**:  
**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: No objection.**  
**22/0838/FH** - Elmsfield, Canterbury Road, Ottinge, Canterbury, Kent, CT4 6XH- Erection of two storey rear extension. **Resolved: No objection.**
2. The received planning application was **noted** since the agenda was issued, and comments **agreed**:  
**22/0973/FH** - 3 Henbury Manor, Henbury Lane, Elham, Canterbury, CT4 6NL - Retrospective application for construction of a 3 metre high vertical close board fence with 4 middle rails, kick boards fixed to 150mm posts. **Resolved: Clerk to request an extension until 5<sup>th</sup> August 2022.**
3. The decisions made by Folkestone and Hythe District Council were **noted**:  
**22/0673/FH/PA** - Land at Ottinge Pumping Station , Bereforstal Hill, Elham, CT4 6XJ - Determination as to whether the prior approval of the Local Planning Authority is required under Schedule 2, Part 16, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 for a proposed radio base station with 25m lattice tower and equipment cabinets – **Prior approval is not required.**

### 138/22 C&A Committee

1. It was **agreed** that we would proceed with the repairs of the shed at the cost of £417.00. The Clerk is to instruct the contractor.
2. The layout for the refurbishment to the pavilion was **agreed**. The approval of the Trustees of the Palmer Trust is required prior to the Council proceeding further. The Clerk is to write to the Trustees.

### 139/22 Trees

It was **agreed** that maintenance works to T54 in the King George V would be reviewed in the autumn and agreed by full Council.

**140/22 The Well**

It was **agreed** that the Clerk would send out tenders to either make good and decorate the Well fencing and to replace existing fence and replace with all necessary decoration. This will be discussed at a future Ordinary meeting of the Parish Council.

**141/22 In the absence of County Councillor Susan Carey, no report was available.**

**District Councillor Stuart Peall.**

**Energy Rebate** -f you live in a property in council tax bands A to D (and E if in receipt of disabled persons reduction), you are likely to receive a £150 Energy Bill Rebate from central government to help with the cost of living. Residents should be mindful of receiving scam calls. We will not be calling residents over the phone to take payment or bank details, nor will we ask you for any other personal information. If you wish to email us rather than use the live chat facility you can contact us at [energy.rebate@folkestone-hythe.gov.uk](mailto:energy.rebate@folkestone-hythe.gov.uk)

**The public is to be asked about the first rise in licensed taxi fares in Folkestone & Hythe for 10 years.** The maximum fare that hackney drivers can charge while they are working in the district is set by the council. Following 34 representations from local drivers, Planning & Licensing committee members agreed this week (28 June) to increase the baseline hackney tariff by 10% - the first rise since 2012. This will go out for a four-week public consultation and if no objections are received, the new fares will come into force.

The changes to fares are:

- Increase the meter starting fare from £3.00 to £3.30.
- Increase the price per drop from £0.20 to £0.22.
- Change the extra charge on Sunday and bank holidays from £1 to be 1.5 x Rate 1 on bank holidays only which is more in-line with other districts.
- Change waiting time from £0.20 every 36 seconds to £0.22 every 36 seconds.

The public consultation runs until Tuesday 26 July. To see how you can take part, please go here: [folkestone-hythe.gov.uk/hackney-fare-tariff/consultation](http://folkestone-hythe.gov.uk/hackney-fare-tariff/consultation)

**142/22 Correspondence**

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

**143/22 Date of next meeting and Close**

The next ordinary meeting of the Parish Council will be on Monday 1<sup>st</sup> August 2022 at 7.30pm.

There being no further business the meeting closed at 9.35pm.

## Appendix 1 - June 2022 invoices approved

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF	ONLINE	18.42	0.88	17.54	Electric
Clerk salary **	ONLINE	1,011.04	0.00	1,011.04	May 22 Salary
Clerks expenses *	ONLINE	59.30	0.00	59.30	May 22 Expenses
Clerks Pension ***	DIRECT DEBIT	35.87	0.00	35.87	Clerks Pension
HMRC **	ONLINE	84.41	0.00	84.41	HMRC
Castle Water @	ONLINE	38.91	0.00	38.91	Water
C Cochrane (ewg)	ONLINE	137.00	0.00	137.00	EWG
K Lamb (ewg)	ONLINE	48.00	0.00	48.00	EWG
SLCC	Debit Card	171.00	0.00	171.00	SLCC
T Barton	ONLINE	980.00	0.00	980.00	Tree Works
Hopkins +	ONLINE	226.80	37.80	189.00	Defib. Annual cover
Viking	ONLINE	69.97	11.66	58.31	Stationary
Reliable Networks	ONLINE	38.64	6.44	26.60	Microsoft license
<b>TOTAL</b>		<b>£2,919.36</b>	<b>£56.78</b>	<b>£2,856.98</b>	

\* Bacs / Card payment authorised by 2 Councillors

\*\* Bacs / card payments authorised by 2 Councillors prior to meeting

\*\*\* Nest Direct Debit set up agreed in February 2019

© transaction authorised by Chairman prior to meeting

**APPROVED**

## Appendix 2 – Correspondence

Date	Email/ Phone Call	From /To	Re	Action
07/06/22	Email	To: FHDC	21/2520 – Boyke Bungalow.	
08/06/22	Email	FHDC Case Officer	21/2520 – Boyke Bungalow.	Response sent.
09/06/22	Email	FHDC Planning	Weekly Planning List.	No action.
09/06/22	Email	FHDC Planning	Delegated List.	No action.
10/06/22	Email	Post Office	Elham Outreach service.	Sent to all Cllrs and posted on social media.
12/06/22	Email	Church Warden	Rev. Jane.	Sent to all Cllrs.
13/06/22	Email	KALC Shepway Area Committee	Agenda for June meeting.	Sent to Cllrs.
15/06/22	Email	FHDC Operations Officer	Vicarage Lane streetlights	Informative.
16/06/22	Email	FHDC Planning	Weekly Planning List.	No action.
16/06/22	Email	FHDC Planning	Delegated List.	No action.
19/06/22	Email	ICO	Reminder to renew.	No action direct debit set up 2019.
20/06/22	Email	KALC Shepway Area Committee	June Minutes.	Sent to Cllrs.
20/06/22	Email	To: FHDC Case Officer	21/2520 - Boyke Bungalow.	No further action.
20/06/22	Email	FHDC	Vicarage lane streetlights.	Informative.
21/06/22	Email	Hopkins +	Defibrillator invoice.	Payment schedule.
22/06/22	Email	PROW	Ref: 220657667 – HE102 – Confirmation of fault reported.	No action.
23/06/22	Email	FHDC Planning	Weekly Planning List.	No action.
23/06/22	Email	FHDC Planning	Delegated List – 22/0673/FH/PA	Prior approval not required – set to all Cllrs.
27/06/22	Email	Resident	Ref:220674286 HE74/75 Park Gate.	Clerk reported to PROW. Clerk can reply as no email address.
27/06/22	Email	PROW	Ref:220674286 HE74/75 Park Gate. – Confirmation fault reported.	No action.
28/06/22	Email	PROW	Ref: 220657667 – update.	Informative
30/06/22	Email	FHDC Planning	Weekly Planning List.	No action.
30/06/22	Email	FHDC Planning	Delegated List.	No action.

01/07/22	Email	Presneill	Burial Records	Clerk responded.
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