



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON
MONDAY 5th SEPTEMBER 2022 AT 7.30pm**

173/22 Those Present:

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

Apologies: None.

174/22 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.

175/22 Public Contribution

Directed at District Cllr Peall - A member of the public raised their concerns regarding the state of the bus station in Folkestone.

176/22 Minutes of meeting.

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council meeting of 1st August 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 15th August 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.

177/22 Chairman's Report

One of the Elham Neighbourhood Watch Co-ordinators is retiring at the end of this year. If you would be interested in fulfilling this role please contact Bryan Badham on bryan.badham@btinternet.com or Kevin Lamb on klamb@elhampc.co.uk for further information.

The first league match for Elham Valley FC, against Betteshanger, was cancelled at the last moment. Training sessions are held once a week on a Thursday and are open for all to attend. Match day is Saturday with kick off at 2.30pm. Please feel free to go and cheer Elham Valley FC on. The Rose & Crown has generously agreed to supply post-match refreshments for the team. A full list of team fixtures will be on the parish council website shortly

The Palmer Trust have agreed that Elham Parish Council can move forward with upgrading the facilities to The Gore.

178/22 Finance

1. The Accounts from July 2022 were a **true record** and were signed by the Chairman of the meeting.
2. The Bank Reconciliation from July 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 August 2022.
4. It was **noted** that all Councillors received the Bank Reconciliation for August 2022.
5. It was **agreed** that Elham Parish Council would not opt out of the SAAA central external auditor appointment arrangements.
6. The August invoices were **agreed** and payments were **approved**. *Please see appendix 1.*

179/22 Planning

1. The received planning applications were **noted**, and comments **agreed**:
22/1110/FH – Mount Hill Cottage, Chapel Lane, Rhodes Minnis, Canterbury, CT4 6YB- Erection of rear, side and front porch extensions including walk out balcony and internal alterations – **Resolved – No Objection.**
22/1056/FH – The Sycamores, High Street, Elham, Canterbury, Kent, CT4 6SY – Section 73 application for the variation of Condition 2 (submitted plans) of 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) to allow for internal and external alterations including a change of materials – Resolved – No Objection.
22/1324/FH – 2 Fairfield, Elham, Canterbury, CT4 6UT - Rear Single Storey garden room extension - **Resolved - No Objection.**
22/1334/FH – The Warren, Canterbury Road, Elham, Canterbury, CT4 6UE - Erection of a single storey side extension – **Resolved – No Objection.**
2. No planning applications were received since the agenda was issued.
3. The decisions made by Folkestone and Hythe District Council were **noted**:
22/0838/FH - Elmsfield, Canterbury Road, Ottinge, Canterbury, Kent, CT4 6XH- Erection of two storey rear extension. – **Approved with conditions.**
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. – **Approved.**

180/22 Staffing Committee

Further to the Clerks appraisal at the Staffing Committee meeting on 5th September 2022 it was **agreed** by full council that:

The Clerk to remain on increased hours until the next Staffing Committee meeting in March 2023.

A salary increase from 1st September would be awarded, back dated to bring in line with inflation. The Clerk Salary would increase to spinal column point SPC20.

181/22 C&A Committee

Following the recommendations made by the C&A Committee, it was agreed by full Council that:

1. *The Well*- It was **agreed** that contractor B (£970) would be appointed to replace the surrounding fencing to the Well, the fencing and associated woodwork

would be left in its natural state. It was **agreed** that Elham Parish Council would supply the materials required.

2. *The Gore* – It was **agreed** that Contractor A (£3500 plus planning fee costs) would be appointed to advance the sketch scheme, for the upgrade of the facilities at the Gore, to obtain planning permission and Building Regulation approval for Folkestone and Hythe District Council. The C&A Committee will obtain costing to be approved by full Council once permission is granted.

182/22 Environment Working Group

Thank you to the EWG for the hard work they have put into the herb garden in the King George V. This has been complemented by the fantastic handmade signs that were crafted by some members of the EEG under the careful tutelage of Jim Clements who generously gave up his time for this.

It was **agreed** in principle that the EWG could spend £48+ vat on mulch.

The EWG have an initiative to distribute wildflower seeds to people within the parish. They anticipate hand distributing the seeds to the central parts of the village and hamlets in March next year with a write-up in the March issue of the Elham News. It was **agreed** in principle that the EWG could spend £198.13 for the seeds etc for the Home Wilding Project. Information and seeds will be ready to be distributed early next year.

183/22 Twinning

It was **agreed** that a working group would meet on Thursday 15th September to plan the return exploratory visit of the Mayor of Ambleuse. An article regarding twinning is to be put in this month's edition of the newsletter.

184/22 Consultations

It was **agreed** that a draft response on behalf of Elham Parish Council in relation to the Folkestone & Hythe District Council Community Infrastructure Levy Draft Charging Schedule consultation, would be emailed to all Cllrs for approval prior to submission. Cllrs and members of the public are also welcomed to submit a response.

185/22 Verbal reports from County Councillor – Susan Carey

Inflation and increased demand for council services are causing real financial concern at the County Council. We are looking for savings both for this year's budget and for our 2023/24 budget. You have [until midnight tonight](#) to give your views on the public consultation for 2023/24. Go to <https://letstalk.kent.gov.uk/budget-consultation-2023-24>

The vast majority of bus services in Kent are normal commercial services run by the bus companies such as Stagecoach and Arriva. Passenger numbers on these services have not recovered since Covid and together with fuel price increases and driver shortages this has led to the bus companies withdrawing some of their routes because they no longer cover their costs. KCC's Public Transport Team have worked with the bus companies to find ways to minimise these withdrawals but we do not have the resources to fund the services the bus companies want to drop and we are withdrawing

subsidies from some of routes we do still subsidise. The subsidy per journey where we are withdrawing support range from £3.31 per journey to £72.40 per journey.

On the good news front we will be continuing to plant trees as part of our commitment to reach 19% canopy cover for Kent as a whole. 'Right tree, right place' will provide shade in the summer, habitat and food for wildlife, mitigate flooding and help clean the air we breathe. Each of the KCC County Councillors will be able to allocate trees for planting in their division over the next three years and they will also be expected to help find volunteers to water them till they are established. I am hopeful a suitable site will be found in Elham.

Susan Carey
Member for Elham Valley
Kent County Council

District Councillor – Stuart Peall

Reward offered for vandalism information - A £500 reward is being offered to help find those responsible for the serious damage caused to public toilets in Folkestone. Criminals deliberately vandalised the facilities at the bus station last weekend (13-14 August). Folkestone & Hythe District Council is now offering a financial reward to anyone who supplies information leading to a successful prosecution of those responsible. The £500 reward will be shared if multiple people provide information. Kent Police has been informed of the incident and any details received will be shared with officers to further their investigation.

More money to support vulnerable - Older residents facing financial hardship could now be eligible to get more help from Folkestone & Hythe District Council. The council has been allocated funding by Kent County Council from the Household Support Fund Extension (HSFE), which runs until 30 September 2022. Unlike the original scheme, the HSFE will focus on energy bills and for people over pensionable age. F&HDC will be directly contacting households that could be eligible. Food will also remain a priority, but the HSFE can be used to support households with wider essential costs. Vulnerable households are defined as those that are struggling to afford essential food and utility bills and have no other available support.

186/22 Correspondence

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

187/22 Date of next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 3rd October 2022 at 7.30pm.

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

Appendix 1 - August 2022 invoices approved

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF	ONLINE	24.68	1.18	23.5	Electric
Clerk salary **	ONLINE	1,049.47	0.00	1,049.47	August 22 Salary
Clerks expenses *	ONLINE	51.00	0.00	51.00	July 22 Expenses
HMRC **	ONLINE	61.03	0.00	61.03	HMRC
NEST	Direct Debit	35.70	0.00	35.70	Clerks Pension
SLCC	ONLINE	171.00	0.00	171.00	SLCC
ICO	Direct Debit	35.00	0.00	35.00	ICO Annual sub
Eurotunnel	Debit Card	17.50	0.00	17.50	Members Allowance
Palmer Trust (R Golding)	ONLINE	225.00	0.00	225.00	Gore Rent
Reliable Networks	ONLINE	38.64	6.44	32.20	Microsoft license
TOTAL		£1,709.02	£7.62	£1,701.40	

* 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
04/08/22	Email	Resident	Briar Gate planning response.	Clerk responded, no further action.
04/08/22	Email	FHDC Planning	Weekly Planning List.	No action.
	Email	FHDC Planning	Delegated List.	22/0838 – Elmsfield, sent to all Cllrs.
08/08/22	Email	Resident	Kings Arm planning.	Sent to Chair. Clerk responded.
09/08/22	Email	Elham Neighbourhood Watch.	Coordinator retirement.	Clerk to respond.
10/08/22	Email	Kent Community Housing Hub	CLT information.	Clerk responded.
11/08/22	Email	Hopkins +	Defib. Aftercare report.	No action.
11/08/22	Email	FHDC Planning	Weekly Planning List.	No action.
11/08/22	Email	FHDC Planning	Delegated List.	No action.
12/08/22	Email	KALC Shepway Area Committee	Agenda.	Sent to Cllr Clements.
16/08/22	Email	PKF Littlejohn	Enquiries for 21/22 external audit.	Clerk responded.
18/08/22	Email	KALC	Dementia Survey (30 th September).	Sent to Wellbeing Lead.
18/08/22	Email	Palmer Trust	The Gore – awaiting response.	Clerk replied.
19/08/22	Email	FHDC Planning	Weekly Planning List.	No action.
19/08/22	Email	FHDC Planning	Delegated List.	No action.
22/08/22	Email	Friends of St Marys	Support.	Clerk to respond.
22/08/22	Email	FHDC	CIL Consultation.	Sent to all Cllrs.
23/08/22	Email	E.W.G	Elham Garden Wilding project.	Clerk to respond.
24/08/22	Email	KALC Shepway Area Committee	Minutes.	Sent to all Cllrs.
24/08/22	Email	PKF Littlejohn	Enquiries for 21/22 external audit.	Clerk responded.
24/08/22	Email	FHDC Planning	Weekly Planning List.	No action.
25/08/22	Email	FHDC Planning	Delegated List.	22/0973 -3 Henbury, sent to all Cllrs.
26/08/22	Email	FHDC	Community Led Housing information.	Clerk sent holding email.

30/08/22	Email	FHDC	Meet the Funders event (22 nd September).	Clerk responded.
01/09/22	Email	Kent Police Traffic Management	Enquiry re Remembrance Day.	Clerk responded.
01/09/22	Email	FHDC	Remittance for Precept 2.	No action.
01/09/22	Email	Redzebra	Confirmation for tickets for Meet the Funders event.	No action.
01/09/22	Email	Resident	CC of email to Cllr Carey – Stream Clean debris.	Sent to Chair.
02/09/22	Email	KALC	August newsletter.	No action.
02/09/22	Email	Palmer Trust	The Gore.	Clerk responded.
04/09/22	Email	Resident	Rural funding article.	No action.