



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON  
MONDAY 3<sup>rd</sup> OCTOBER 2022 IN THE HALL, ELHAM PRIMARY SCHOOL STARTING AT 7.30pm**

**A ONE MINUTE SILENCE WAS OBSERVED TO PAY RESPECTS TO HM QUEEN  
ELIZABETH II FOLLOWING HER DEATH ON 8<sup>TH</sup> SEPTEMBER 2022.**

**188/22 Those Present:**

Councillors: K Lamb (Chair), B Swan, S Peall, the Clerk and one member of the public.

**Apologies:** Received and accepted from Councillors C Chapman (Vice Chair), K Allen, S Jones, G Clements

**189/22 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.

**190/22 Public Contribution**

No members of the public were in attendance.

**191/22 Minutes of meeting.**

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council meeting of 5<sup>th</sup> September were **approved** and were **signed as a true record** by the Chairman of meeting.
2. **Resolved:** The minutes of the Staffing Committee meeting of 5<sup>th</sup> September 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.

**192/22 Chairman's Report**

The Clerk and I attended a Meet the Funders event held by Folkestone and Hythe District Council, it was a well organised and very informative event.

**193/22 Finance**

1. It was **agreed** that the Accounts from August 2022 were a **true record** and were signed by the Chairman of the meeting.
2. It was **agreed** the Bank Reconciliation from August 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 September 2022.
4. It was **noted** that all Councillors received the Bank Reconciliation for September 2022.

5. The 2021-2022 External Auditor Report and Certificate was discussed, and it was **agreed** no action was required.
6. A virement of £4500 from ringfenced C&A (The Gore) to C&A The Gore was discussed and **agreed**.
7. A virement of £4000 from ringfenced General Reserves to Clerks Salary was discussed and **agreed**.
8. A grant application from Elham PTA for the sum of £382.95 was discussed and **awarded**.
9. To **agree** September invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

## **194/22 Planning**

1. The received planning applications were **noted**, and comments **agreed**:  
**22/1485/FH** - Rustling, High Street, High Street, Elham, Canterbury, CT4 6SX - Conversion of garage to form living accommodation including removal of garage door and replacement with domestic doors. **Resolved: No objection.**  
**22/1488/FH** - Hillcroft, Longage Hill, Rhodes Minnis, Canterbury, CT4 6XT - Demolition of existing side extension. Erection of new wider two storey extension. Demolition of existing garages with new single storey garage erected to rear of garden. **Resolved: No objection.**  
**22/1587/FH** - The Sycamores, High Street, Elham, Canterbury, CT4 6SY - Removal of mixed hedge (T1) to left hand side of property, canopy reduction of Fir (T2) by approx 3 metres and pollard to previous points of Sycamore (T3) all subject to Tree Preservation Order no16 of 1994 and in a Conservation area. **Resolved: No objection.**
2. The following planning applications were received since the agenda was issued and comments **agreed**:  
**22/1594/FH** - Recovering of existing flat roof, replacement roof lights and new rainwater downpipe and **22/1618/FH** - Listed building consent for the recovering of existing flat roof, replacement roof lights and new rainwater downpipe - Verneys, High Street, Elham, Canterbury, CT4 6TD. **Resolved to defer until November Ordinary meeting of the Parish Council.**  
**22/1595/FH** - Mount Hill Cottage, Chapel Lane, Rhodes Minnis, Canterbury, CT4 6YB- Erection of an agricultural barn. **Resolved: To Object, comments of the Council were that if the Planning Officer is mindful to approve this application it is requested that this application is called in to committee.**
3. The decisions made by Folkestone and Hythe District Council were **noted**:  
**22/1324/FH** - 2 Fairfield, Elham, Canterbury, CT4 6UT - Rear Single Storey garden room extension – **Approved with conditions.**

## **195/22 C&A Committee**

The application for memorial to Purchased Grave 351 was **agreed**.

## **196/22 Environment Working Group**

No further report or update since the last Ordinary meeting of the Parish Council.

## **197/22 Twinning**

We will be welcoming the Mayor and Members from Ambleteuse for their return exploratory visit on 13<sup>th</sup> October. The approximate costs for this visit were **agreed**.

An article regarding the Twinning visit has been placed in the October edition of the newsletter, in the main noticeboard and on the Parish Council website.

**198/22 Reports from**  
**County Councillor – Susan Carey**  
Report to Elham Parish Council 3<sup>rd</sup> October 2022

Last week KCC officially launched ReferKent an online referral system for adults and families who may be experiencing financial hardship. There are a number of other initiatives in place or being developed including:

- [Household Support Fund \(HSF\)](#) – voucher support over the winter for food and energy bills, (subject to direction from central government)
- Pop-up debt advice hubs – run in conjunction with the [Citizens Advice](#) to give people overwhelmed by their financial situation pathways out of debt
- Underwritten loans – another partnership project with Citizens Advice and [Kent Savers](#), where residents can access 0% interest loans to help consolidate high interest debt with supportive training for future money management
- Bed poverty – this project aims to provide children of Kent with a safe space to sleep and a bed of their own.
- [Kent Community Warden Service](#) – trusted community faces identifying, advocate for and ensuring vulnerable people have access to all the help and support they need
- [Kent Support And Assistance Service](#) (KSAS) – help for those experiencing a short-term crisis or emergency
- There are also projects running under the [Digital Kent](#) banner to improve digital exclusion including routers and laptops for eligible people via referral as well as social tariff broadband.
- KentTogether (developed to help people during Covid) continues to be available at [03000 41 92 92](#) (text relay 18001 03000 41 92 92). If you need access via British Sign Language, you can contact the Sensory Services Team via SMS on 07920 154 315 or via [SignLive VRS on the community directory](#).
- There is also a national Help For Households cost of living support portal. Visit it [here](#)

[Do please share this information widely – it may be that people who would normally be able to cope may be in need of help.](#)

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

**District Councillor – Stuart Peall**  
**Community involvement in planning consultation** -The way residents are consulted on local planning matters in the future is the subject of a new public consultation launched by Folkestone & Hythe District Council. Comments on the updated Statement of Community Involvement (SCI) - a document which explains how people

can get involved in decisions about plan-making and planning applications in the district - are now being sought. The previous SCI was adopted in 2015 and the latest revision will ensure community involvement is effective at all stages of the planning process. Leader Cllr David Monk said: "Community involvement in local planning is crucial - which is why it is important residents let us know how they want to be consulted and which way works best for them. "The draft document lays out some proposals and we're keen to gather feedback about what people think about them." You can view the documents by visiting [folkestone-hythe.gov.uk/about-planning-consultations](https://folkestone-hythe.gov.uk/about-planning-consultations) or by heading to the Civic Centre or any of the district's libraries during normal opening hours to read paper copies. Visit our consultation portal at [consult.folkestone-hythe.gov.uk](https://consult.folkestone-hythe.gov.uk) for the quickest and easiest way to comment on the draft SCI. Alternatively, email comments to [planning.policy@folkestone-hythe.gov.uk](mailto:planning.policy@folkestone-hythe.gov.uk) or write a letter to the Strategy and Policy Team, Folkestone & Hythe District Council, Civic Centre, Castle Hill Avenue, Folkestone, Kent, CT20 2QY.

**Taxi fare changes agreed following consultation** - The first changes to licenced taxi fares in Folkestone & Hythe for a decade have been agreed by councillors. During a public consultation on the council's proposals, the taxi trade put forward their own recommendation. It reflected a similar fare increase of approximately 10% but included changes which they felt would be easier to implement and also reflected predicted inflation rate rises. The planning and licensing committee reviewed the feedback and accepted the ideas at a meeting last Tuesday (20 September). It is the first time the fares have been amended since 2012. Cllr Stuart Peall - Cabinet Member for Enforcement, Regulatory Services, Waste and Building Control - said: "The response during the consultation was incredibly insightful and the committee's decision shows that public consultations do work. "The changes will ensure licenced vehicles continue to be safe, comfortable and insured - and driven by professional and competent drivers." The taxi trade is not obligated to charge the maximum fare. The agreed changes will come into effect as soon as drivers have their meters updated. Leader Cllr David Monk added: "The process of setting a fare increase is complex and a balance has been struck between the legitimate aims of the taxi trade to maintain profitability in the face of increasing costs, while protecting the public from excessive fares." Visit [folkestone-hythe.gov.uk/taxi/information](https://folkestone-hythe.gov.uk/taxi/information) to see the full list of new fares and charges for taxis in the Folkestone & Hythe district.

**199/22 Correspondence**

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

**200/22 Date of next meeting and Close**

The next ordinary meeting of the Parish Council will be on Monday 17<sup>th</sup> October 2022 at 7.30pm.

There being no further business the meeting closed at 9.25pm.

## Appendix 1 – September 2022 invoices approved

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF	ONLINE	31.82	1.52	30.30	Electric
Clerk salary **	ONLINE	2,117.48	0.00	2,117.48	Sept 22 Salary
Clerks expenses *	ONLINE	51.00	0.00	51.00	Sept 22 Expenses
HMRC **	ONLINE	882.83	0.00	882.83	HMRC
PKF Littlejohn	ONLINE	240.00	40.00	200.00	Audit 22/21
NEST	Direct Debit	39.48	0.00	39.48	Clerks Pension
C Chapman	ONLINE	11.98	0.00	11.98	Twinning
Jackson Fencing	Debit Card	611.22	101.87	509.35	Materials The Well
Reliable Networks	ONLINE	38.64	6.44	32.20	Microsoft license
<b>TOTAL</b>		<b>£4,024.45</b>	<b>£149.83</b>	<b>£3,874.62</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 September 2022

Date	Email/ Phone Call	From /To	Re	Action
08.09.22	Email	FHDC Planning	Weekly Planning List.	No Action.
08.09.22	Email	FHDC Planning	Delegated List.	No Action.
12.09.22	Email	Resident	Memorial Application.	Clerk to action.
12.09.22	Email	EVHA	Kings Coronation.	Clerk responded.
13.09.22	Email	FHDC Planning	22/1488/FH - Hillcroft	Sent to all Cllrs.
14.09.22	Email	FHDC Planning	22/1485/FH - Rustling	Sent to all Cllrs.
15.09.22	Email	FHDC Planning	Weekly Planning List.	No Action.
15.09.22	Email	FHDC Planning	Delegated List.	No Action.
20.09.22	Email	Nest Property	Introductory email.	Clerk responded.
20.09.22	Email	KALC	Queens Green Canopy.	No Action.
20.09.22	Email	PKF Littlejohn	External Audit Conclusion.	Sent to all Cllrs, in noticeboard and on website.
23.09.22	Email	FHDC Planning	22/1587/FH – The Sycamores	Sent to all Cllrs.
27.09.22	Email	Elham PTA	Road Safety.	Sent to Chair.
27.09.22	Email	P Roberts	Twinning Visit.	Clerk responded.
27.09.22	Email	Resident	Rhodes Minnis Wood Yard.	Sent to Chair. Clerk responded.
29.09.22	Email	FHDC Planning	Weekly Planning List.	No Action.
29.09.22	Email	FHDC Planning	Delegated List.	21/1324 / FH sent to all Cllrs.
29.09.22	Email	Redzebra	Meet the Funders.	No Action.
29.09.22	Email	KALC	KCC Environment Briefing 07/22 – 08/22	Sent to all Cllrs.
29.09.22	Email	Hambrook & John	Burial enquiry.	Clerk actioned.
29.09.22	Email	EVHA	Remembrance Day.	Clerk responded.
30.09.22	Email	FHDC	22/159/FH&22/1618/FH - Verneys	Sent to all Cllrs.