



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON
MONDAY 7th NOVEMBER 2022 IN THE HALL, ELHAM PRIMARY SCHOOL STARTING AT
7.30pm**

209/22 Those Present:

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

Apologies: Received and accepted from Councillor S Jones.

210/22 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.

211/22 Public Contribution

Members of the public in attendance spoke under agenda item 215/22.

212/22 Minutes of meeting.

1. **Resolved:** The minutes of the Ordinary meeting of the Parish Council meeting of 3rd October 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 10th October 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.
3. **Resolved:** The minutes of the Ordinary meeting of the Parish Council meeting of 17th October 2022 were **approved** and were **signed as a true record** by the Chairman of meeting.

213/22 Chairman's Report

After 14 years Bryan Badham is stepping down as the lead coordinator for the Elham's Neighbour Hood Watch. Keith Mortimer has kindly volunteered to take over this important role. To ensure a smooth handover Bryan Badham, Kevin Lamb and Keith Mortimer have met to discuss the change and to talk about how the group communications could be improved to reach a wider audience. It was agreed that the Elham NHW Facebook group will be discontinued from 31/12/22 and the Elham Parish Council Facebook account used instead. This would ensure that the wider community would receive NHW information, as well as alerting people of the existence of the NHW group which they can easily join.

Thank you to Vic Harmer of Harmer & Sons for cleaning the war memorial in time for Remembrance Day.

214/22 Finance

4. It was **agreed** that the Accounts from September 2022 were a **true record** and were signed by the Chairman of the meeting.
5. It was **agreed** the Bank Reconciliation from September 2022 was a **true record** and was signed by the Chairman of the meeting.
6. It was **noted** that all Councillors received the Accounts for October 2022.
7. It was **noted** that all Councillors received the Bank Reconciliation for October 2022.
8. Support for the Walkers are Welcome was considered and it was **agreed** to make the contribution of £50.00 towards their subscription to Walkers are Welcome.
9. The October invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*

215/22 Planning

1. The received planning applications were **noted**, 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 – no objections.**
22/1665/FH - Grimsacre Cottage Grimsacre Farm, Canterbury Road, North Elham, Elham, Canterbury, CT4 6NG - Proposed detached 3 bay garage and store plus annexe above. **Resolved – to object. Comments of the Council were :**
The Parish Council has concerns that the land is under two separate Land Registry titles, with the proposed land for the proposed building having planning constraints under agricultural land grade 3 classification, could the Planning Officer please confirm to the addressee prior to a decision being made that a change of use in the land is not required before planning applications can be considered?
The size of the proposed building seems disproportionate, and we would request that if the Planning Officer is mindful to grant planning permission that the proposed building remains ancillary to Grimsacre Cottage, Grimsacre Farm.
The proposed structure, on the west side elevation has issues of overlooking the neighbouring property.
There will be an impact on the AONB from the footpath which is also a planning constraint of the land where the proposed building is to be situated.
The proposed structure is very close to the boundary abutting the neighbouring stables. The neighbouring properties existing stables are next to the boundary line, and if this was in reverse, then the requisite would be that equestrian buildings must be a reasonable distance from neighbouring properties (permitted development).
2. The following planning applications were received since the agenda was issued and comments **agreed**:
22/1864/FH/TCA - Windmill House, Cullens Hill, Elham, Canterbury, CT4 6UJ- Works to trees in a Conservation area comprising of T1 Sycamore pollard down to height of 4 metres. **Resolved – no objection.**

22/1726/FH - Jacques Court, Fir Tree Hill, Bladbean, Canterbury, CT4 6NB - Listed building consent for the conversion of existing disused stable / barn to annex accommodation associated with the host house to include an extension to the South East elevation. **Resolved: to request an extension until 6th December 2022.**

3. The decisions made by Folkestone and Hythe District Council were **noted**:
22/1334/FH - The Warren, Canterbury Road, Elham, Canterbury, CT4 6UE - Erection of a single storey side extension. – **Approved with conditions.**
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. – **Approved with conditions.**
22/1096/FH - Kings Arms, The Square, Elham, Canterbury, CT4 6TJ - Erection of single storey rear extensions, refurbishment of existing outbuilding to provide dining area and all associated landscaping works (resubmission of 20/0747/FH) is to be discussed at FHDC Planning Committee on 18th October 2022. – **Approved with a number of conditions.**
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. – **Approved with conditions.**

216/22 C&A Committee

It was **agreed** that the Clerk would email members of Elham Football, Play for Elham to organise an inaugural meeting of the working group to steer refurbishment to The Gore once Terms of Reference were agreed.

217/22 Remembrance Sunday

The Clerk advised the meeting of the plans for Remembrance Sunday. Following correspondence received from the Church regarding a contribution towards the cost of printing the order of service for Remembrance Sunday, it was **agreed** that the Clerk would request a copy of the receipt prior to a decision being made.

218/22 Twinning

It was **agreed** to defer this agenda item to a future meeting.

219/22 Meeting Calendar

The schedule for 2023 meetings was considered and **agreed**.

220/22 Newsletter

It was **agreed** that the article regarding The Well would be submitted to the newsletter along with abbreviated minutes from the December 22 edition. Going forward we will look at the format in which information is submitted.

221/22 Consultations

1. It was **agreed** that Councillors would submit a response to the FHDC Statement of Community Involvement (SCI) as individuals should they wish.
2. It was **agreed** that Councillors would submit a response to the KCC Kent Minerals and Waste Local Plan 2023-2038 as individuals should they wish.
3. It was **agreed** that Councillors would submit a response to the KCC Kent Country Parks Strategy 2023-2028 as individuals should they wish.

222/22 County Councillor – Susan Carey

KCC Report to Elham Parish Council 7th November 2022.

The County Council's financial situation has worsened with inflation affecting services across the board. The latest forecast is that we'll be £70m over budget by the end of this financial year so we are likely to need our emergency reserves implement extra savings in the current financial year. When we set our budget for 2023/24 we must by law set a balanced budget including the replenishment of reserves. We have always had financial challenges as demand for services, especially social care, is high but I've never known a year like it.

Despite our own financial troubles, we do still have Government grants to help individuals and families affected by the cost of living. Kent families with children who receive free school meals were once again provided with food vouchers by KCC to help them during the Autumn half-term and will be again over Christmas, the Spring half-term and next Easter. The vouchers will be available through the youngsters' school or college. A £50 energy voucher will also be available

KCC is trialling some re-use projects at a few of its Household Waste Recycling Centres (HWRCs) and, if these are a success, they'll be extended to all 19 sites. The trials are for furniture and books.

I thought you would also like to know the latest situation with the Ukrainians in Kent as part of the Homes for Ukraine scheme. Many of the original hosts are now reaching the end of the 6 month agreement but the war in Ukraine continues and the Ukrainian Government has asked that refugees do not return until after winter. Up to 12 October there have been 4,000 matched applications with 1703 sponsors in Kent which is the highest number anywhere in the UK (361 in the Folkestone & Hythe district). To encourage hosts to continue to offer accommodation over the winter, KCC is offering increased payments to March 2023. Refugees are arriving at the rate of 1 or two every day and we need more host families. If anyone is interested in becoming a host, or wishes to host again, please email ukraine@kent.gov.uk or call 03000 412424.

Susan Carey
Member for Elham Valley
Kent County Council

District Councillor – Stuart Peall
Princes Parade spending pause recommended

An individual Leader decision about the Princes Parade development in Hythe has now been published.

It has been agreed to pause current spending on the scheme to assess the options available moving forward.

This prudent approach is being taken due to the current uncertainty in the financial and energy markets.

223/22 Correspondence

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

224/22 Date of next meeting and Close

The next ordinary meeting of the Parish Council will be on Monday 5th December 2022 at 7.30pm.

There being no further business the meeting closed at 8.55pm.

Appendix 1 – October 2022 invoices approved

Payee	Cheque No.	Amount	VAT	Net	Comments
EDF	ONLINE	28.81	1.37	27.44	Electric
Clerk salary **	ONLINE	1,240.65	0.00	1,240.65	October 22 Salary
Clerks expenses	ONLINE	63.00	0.00	63.00	October 22 Expenses
HMRC **	ONLINE	208.28	0.00	208.28	HMRC
NEST***	Direct Debit	158.62	0.00	158.62	Clerks Pension
NEST***	Direct Debit	60.82	0.00	60.82	Clerks Pension
RBL Poppy Appeal	Cheque 1471	25.00	0.00	25.00	Poppy Wreath
Walkers are Welcome	ONLINE	50.00	0.00	50.00	Walkers are Welcome
Elham Primary School	ONLINE	60.00	0.00	60.00	Room Hire
K.C.P.F.A	Cheques 1472	20.00	0.00	20.00	Subs
K Lamb	ONLINE	140.00	0.00	140.00	Transportation
Steve Jones	ONLINE	86.19	0.00	86.19	Hospitality
Rose and Crown	Debit Card	315.60	0.00	315.60	Hospitality
W Farriers & Son	ONLINE	236.00	0.00	236.00	REFUND
EVHA	ONLINE	12.50	0.00	12.50	Hospitality
Steve Elgar	ONLINE	377.00	0.00	377.00	Well
Hawthorne Trenches	ONLINE	80.00	0.00	80.00	Twinning
Viking	ONLINE	73.09	12.18	60.91	Stationary
Viking	ONLINE	411.28	68.55	342.73	Printer
Reliable Networks	ONLINE	38.64	6.44	32.20	Microsoft license
TOTAL		£3,685.48	£88.54	£3,596.94	

* 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 October 2022

Date	Email/ Phone Call	From	Re	Action
03/10/22	Email	FHDC Policy	SIC Consultation.	Sent to all Cllrs.
05/10/22	Email	Resident	Twinning.	Clerk responded.
05/10/22	Email	Resident	Twinning.	Clerk responded.
05/10/22	Email	TEAP	Twinning.	Clerk responded.
06/10/22	Email	Hambrook & John Funeral Directors	RPG 353.	Clerk responded
06/10/22	Email	Cllr Carey	Cc email to resident re Nailbourne Stream Clean.	Sent to all Cllrs.
06/10/22	Email	FHDC Planning	Weekly Planning List.	No action.
06/10/22	Email	FHDC Planning	Delegated List.	No action.
07/10/22	Email	FHDC	Elham Boxing Day.	Clerk responded.
07/10/22	Email	Robert Stone Mason	Enquiry re 351.	Clerk responded.
07/10/22	Email	FHDC	Rural Prosperity Fund (REPF)	Sent to Chair. Clerk to attend.
07/10/22	Email	Church Warden	Remembrance Sunday.	Clerk responded.
09/10/22	Email	Church Warden	Remembrance Sunday.	Clerk responded.
10/12/22	Email	P Roberts	Twinning.	Clerk responded.
11/10/22	Email	Church Warden	Remembrance Sunday.	Clerk responded.
12/10/22	Email	FHDC Planning	22/1665/FH- Grimsacre Cottage.	Clerk requested extension. Sent to all Cllrs.
13/10/22	Email	Hambrook & John	RPG 353.	Clerk responded.
13/10/22	Email	FHDC Planning	Weekly Planning List.	No action.
13/10/22	Email	FHDC Planning	Delegated List.	No action.
14/10/22	Email	FHDC	REPF information.	Sent to Chair.
16/10/22	Email	Resident	Twinning.	Clerk responded.
17/10/22	Email	KCC Highways	Scaffolding to the High St/The Row junction.	No further action.
17/10/22	Email	Church	Remembrance Sunday.	Clerk responded.
18/10/22	Email	FHDC	DPI's.	Sent to KL & SJ.
20/10/22	Email	FHDC Planning	Weekly Planning List.	No action.
20/10/22	Email	FHDC Planning	Delegated List.	No action.
20/10/22	Email	Church	Remembrance Sunday.	Clerk responded.
21/10/22	Email	P Roberts	Twinning.	Clerk responded.
21/10/22	Email	Church Warden	Remembrance Sunday.	Clerk responded.
23/10/22	Email	Walkers are Welcome	Request of support.	Clerk responded.
24/10/22	Email	FHDC	Press Release – Princes Parade.	Sent to all Cllrs.
24/10/22	Email	KCC	Kent Minerals & Waste Local Plan consultation.	Sent to all Cllrs and EWG.

26/10/22	Email	KCC Highways	Road Closure 7 th December.	On social media.
26/10/22	Email	Church	Remembrance Sunday.	Clerk responded.
27/10/22	Email	FHDC Planning	Weekly Planning List.	No action.
27/10/22	Email	FHDC Planning	Delegated List.	Decision notices for 22/1488/FH, 22/1096/FH, 22/1110/FH sent to all Cllrs.
28/10/22	Email	Church	Remembrance Sunday.	Clerk responded.
28/10/22	Email	Commonwealth War Graves Commission.	Application form.	Clerk to respond.
31/10/22	Email	C Lyons	RPG 281.	Clerk responded.
01/11/22	Email	SAAA	New auditors appointed.	No action required.
02/11/22	Email	Church Warden	Remembrance Sunday.	Clerk responded.
02/11/22	Email	KALC	Civility & Respect Pledge.	Dec 22 agenda.
02/11/22	Email	FHDC Planning	22/1864/FH – Windmill House.	Sent to all Cllrs.
02/11/22	Email	FHDC Planning	22.1726/FH – Jacques Court.	Sent to all Cllrs, extension requested.
03/11/22	Email	FHDC Planning	Weekly Planning List.	No action.
03/11/22	Email	FHDC Planning	Delegated List.	No action.
03/11/22	Email	KALC	2022/23 National Salary Awards.	No action.