



TO ALL COUNCILLORS

31st January 2023

THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON **MONDAY 6th FEBRUARY 2023. IT WILL BE HELD IN **THE HALL, ELHAM PRIMARY SCHOOL** STARTING **7.30pm**.**

YOU ARE HEREBY SUMMOND TO ATTEND.

THE AGENDA IS AS FOLLOWS:

14.23 To record those present and list any apologies.

15.23 To declare any Disclosable Pecuniary Interests (DPI), Other significant interests (OSI's) or a voluntary interest relating to items on the agenda.

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.

Councillors may also declare a voluntary interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration unless this has been discussed with the clerk prior to the meeting.

The meeting will be adjourned for 16.23

16.23 Public Contribution

(For members of the public to ask questions – This item will last no more than 15 minutes)

The meeting will be reconvened to discuss 17.23 onwards.

17.23 To note and agree minutes of

1) The Ordinary meeting of the Parish Council of 9th January 2023.

18.23 Chairman's Report

(Please note, no decisions can be made on items under this heading)

19.23 Finance

- 1) To **note** and **agree** the Accounts from December 2022 and **authorise** the Chairman to sign.
- 2) To **note** and **agree** the Bank Reconciliation from December 2022 and **authorise** the Chairman to sign.
- 3) To **note** the receipt of the Accounts for January 2023 – *to be circulated to all Councillors prior to meeting.*
- 4) To **note** the receipt of the Bank Reconciliation for January 2023- *to be circulated to all Councillors prior to meeting.*
- 5) To **agree** January invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

20.23 Policies

- 1) To **review** and **agree** the readoption of the Freedom of Information Policy - *circulated to all Councillors prior to meeting.*
- 2) To **review** and **agree** the readoption of the Freedom of Information Action Publication Scheme - *circulated to all Councillors prior to meeting.*
- 3) To **review** and **agree** the readoption of the Tree Management Policy- *circulated to all Councillors prior to meeting.*

21.23 Planning

- 1) To **note** receipt of received application and **agree** comments:
22/2132/FH/TCA - Coopers, High Street, Elham, Canterbury, Kent, CT4 6SY- Works to trees in a Conservation area comprising of T1 Yew reduce tree back to previous points by up to 1.5 metres, T2 Yew reduce tree back to previous points by up to 1 metre and T3 Robinia reduce crown by 2 metres to maintain shape and size.
22/2130/FH - Elham Village Hall, High Street, Elham, Canterbury, CT4 6SX- Erection of a community timber shed.
23/0029/FH - Holly Tree Cottage, Cock Lane, Elham, CT4 6TL - Demolition of existing single storey side extension and replacement single storey extension. Replacement porch.
23/0053/FH/TCA - Chichester Lodge, New Road, Elham, Canterbury, CT4 6TQ - Felling of a Conifer tree situated within a conservation area.
23/0071/FH - The Coal House, The Halt, Duck Street, Elham, Canterbury, CT4 6TP - Erection of a single storey, garden office and gym outbuilding, revised scheme of approved planning permission 21/0375/FH.
23/0017/FH – Mount Lodge, Mount Bottom, Elham, Canterbury, CT4 6UJ - Restoration and extension to existing garage with associated landscape works.
22/2196/FH - Pear Tree Farm Stables, North Elham Hill, Elham, Canterbury, CT4 6UY - Single storey rear extension including new roof light and internal alterations.
- 2) To **note** receipt of received application since the agenda was issued and **agree** comments.
- 3) To **note** any decisions made by Folkestone and Hythe District Council.

22.23 Neighbourhood Plan

To **discuss** common issues with Lyminge Parish Council and **agree** actions.
(*Lyminge Parish Councillor Joyce will be in attendance to report to Councillors*)

23.23 C&A Committee

- 1) To **receive** an update from the Clerk on the refurbishments to The Gore and **agree** actions if required.
- 2) To **receive** an update on the Community Orchard and **agree** actions if required.

24.23 Trees

To **discuss** instruction of negative survey and **agree** actions.

25.23 Church wall

To **receive** a report and **agree** actions if required.

26.23 To hear verbal reports from

(*Please **note** received reports will be included in the minutes*)

County Councillor – Susan Carey

District Councillor – Stuart Peall

27.23 Correspondence

To **note** correspondence received and **agree** actions if required.

28.23 Date of next meeting and Close

Signed

Clairę Greenwood

Parish Clerk