



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON  
MONDAY 3<sup>rd</sup> JULY POSTPND UNTIL MONDAY 17<sup>th</sup> JULY 2023 IN THE HALL, ELHAM  
PRIMARY SCHOOL.**

**128.23 Those Present:**

Councillors: K Lamb S Peall, G Clements, no members of the public and Clerk.  
**Apologies:** Cllr Allen, B Swan, C Chapman received and accepted.

**129.23 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.

**130.23 Public Contribution**

No members of the public were present.

**131.23 Minutes of meeting.**

1. **Resolved:** The minutes of the Ordinary meeting of the Parish meeting of 5<sup>th</sup> June 2023 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 the Parish Council meeting of 12<sup>th</sup> June 2023 were **approved** and were **signed as a true record** by the Chairman of meeting.
3. **Resolved:** The minutes of the Wellbeing Committee meeting of the Parish meeting of 14<sup>th</sup> June 2023 were **approved** and were **signed as a true record** by the Chairman of meeting.

**132.23 Chairmans Report**

Nothing to report.

**133.23 Finance**

1. The Accounts from May 2023 were a **true record** and were signed by the Chairman of the meeting.
2. The Bank Reconciliation from May 2023 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 2023.
4. It was **noted** that all Councillors received the Bank Reconciliation for June 2023.
5. The confirmation of receipt for the submission of the AGAR 2022-23 to Mazars was **noted**.
6. The June invoices were **agreed**, and payments were **approved**. *Please see appendix 1.*

### 134.23 Planning

1. To **note** the receipt of applications and **agree comments**:  
*23/0743/FH* – Little Graces, Park Gate Hill, Elham, CT4 6NF - Conversion of garage, new front porch, removal of front timber balcony/pergola and changes to fenestration. **Resolved: No Objection.**  
*23/0868/FH* - Willow Cottage, Wingmore, Canterbury, CT4 6LS - Loft conversion and erection of two pitched roof dormers. **Resolved: No Objection.**  
*23/0850/FH* - Orchard House, High Street, Elham, Canterbury, CT4 6TB - Replacement of doors and windows, amendments to existing openings, replacement of vertical tile hanging with horizontal cladding, replacement of front elevation bay windows and associated roofs and the erection of a replacement flat roof outbuilding. **Resolved: No Objection subject to a condition that the new office space remain ancillary to the main property.**
2. The following application was received since the agenda was issued were **noted** and **agree comments**.  
*23/1058//FH/TCA* - Kings Arms, The Square, Elham, CT4 6TJ - Works to trees in a Conservation area comprising of T1 Sycamore, remove 4 secondary stems at base of main tree and raise canopy to give 4m clearance over garden. **Resolved: No Objection.**  
*23/0967/FH* - Mount Lodge, Mount Bottom, Elham, Canterbury, CT4 6UJ - Change of use to single storey garage to provide holiday accommodation. Restoration of existing ground floor structure with new first floor addition/extension and associated landscape works. **Resolved: No Objection subject to a condition that the proposed holiday let / garage space remain ancillary to the main property (Mount Lodge). Elham Parish Council again request that confirmation, prior to the decision being made, is received from FHDC & KCC Highways that the boundary proximity is 1 meter plus away from the highways edge.**  
*23/1002/FH*- 3 Hunters Bank, Old Row, Elham - Installation of tile hanging to front elevation gable wall. **Resolved: No Objection.**
3. No decisions made by Folkestone and Hythe District Council were received.

### 135.23 Committees

1. **C&A Committee** – Churchyard – It was **agreed** to instruct EPS Design, at the cost of £1650 plus vat, to carry out design work for buttressing the existing retaining wall and the replacement of existing retaining wall to rear garden of Yew Tree Cottage.
2. **Wellbeing** - It was **agreed** that the Wellbeing committee can spend up to £150 on refreshments for the ‘This is Our Village’ event.

### 136.23 Community Bus

Several residents have approached the Parish Council about the possibility of a Community Bus. So far, residents have gathered information from interested parties as evidence of the need. All parties would need to engage in further discussions to determine if the initiative should be pursued.

The Parish Council would like to thank Jean Malloy who gave up her time to collect this information.

Following a brief discussion regarding this agenda item, it was **agreed** that the Clerk will seek advice from KALC, will to speak to Age UK to ascertain if their bus service

could include Elham for the residents that are unable to get to events held in Lyminge and Hythe Age UK and will contact Stagecoach to ask if they have had issues with accessibility on the 17-bus route.

**137.23 Twinning**

It was **agreed** that the Clerk would liaise with Ambleteuse members regarding a convenient date with both parties for the return visit of Elham to Ambleteuse.

**138.23 Community Orchard**

It was **agreed** that the Clerk would email the Environment Working Group to see if they would be interested in joining the Parish Council in arranging the planting of the Community Orchard.

**139.23 County Councillor Susan Carey - Kent County Council report to Elham Parish Council 3<sup>rd</sup> July 2023**

My recent report for the Elham newsletter covered the work being done by Kent Scientific Services and Kent Trading Standards to deal with dangerous ingredients in vapes. The latest news on this is that in just one week in June 13,000 devices with nine times the legal amount of nicotine liquid were seized at the Port of Dover. (UK law limits the amount of liquid nicotine in a vape to 2ml which the industry markets as '600 puffs'. Some illegal products can offer up to '10,000 puffs'.) Do be aware of the risks associated with vapes particularly those marketed to young people.

KCC has raised concerns with the Government about their plans for an Infrastructure Levy to replace the current system of Section 106 payments and Community Infrastructure Levy. The present system does not provide enough funding for the infrastructure needed to support new development but the proposed change is expected to squeeze this funding even more and will favour development on greenfield rather than brownfield sites. KCC has led the response from the County Council Network and other organisations including housebuilders, planners and housing associations have also called for this change to be abandoned.

On 29 June KCC's cabinet agreed to work with partners to secure new nuclear at Dungeness and in particular Small Modular Reactors. The benefits for Kent would not just be abundant, carbon free energy but high skilled jobs and continuing sea defences for Romney Marsh.

KCC plans to hold a number of public consultations over the next few months and the best way to take part is to register via [letstalkkent.gov.uk](https://letstalkkent.gov.uk) There's currently a consultation on the early stages of our new Local Transport Plan and the Minerals and Waste Local Plan. We will soon be asking for views on the 2024/25 budget which may seem very early indeed but the intention is to have savings plans more fully developed by the time of the budget meeting in February 2024. Do please take part as this is the consultation to help us decide which services to prioritise.

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

**140.23 District Councillor – Cllr James Butcher** – *no report at the time of the meeting.*

**141.23 Correspondence**

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

**142.23 Date of next meeting and Close**

The next meeting of the Parish Council will be on Monday 7<sup>th</sup> August 2023 at 7.30pm.

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

**Appendix 1 – June 2023 invoices approved July 23 meeting**

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>	<b>VAT</b>	<b>Net</b>	<b>Comments</b>
EDF	ONLINE	£61.61	£2.94	£58.67	Electric
Clerk salary **	ONLINE	£1,328.64	£0.00	£1,323.64	Salary
Clerks expenses	ONLINE	£53.00	£0.00	£53.00	Expenses
HMRC **	ONLINE	£255.83	£0.00	£255.83	Salary
Bramley Associates	ONLINE	£803.00	£0.00	£803.00	Bat Scoping Survey
Harmers & Sons	ONLINE	£60.00	£10.00	£50.00	Mulch
K Lamb	ONLINE	£152.60	£0.00	£152.60	Twinning
Viking Direct	ONLINE	£211.68	£35.28	£176.40	Stationery
Hopkins +	ONLINE	£226.80	£37.80	£189.00	Defib
W J Farriers	ONLINE	£217.00	£0.00	£217.00	REFUND
Elham Primary School	ONLINE	£40.00	£0.00	£40.00	Room Hire
Reliable Networks	ONLINE	£49.08	£8.18	£40.90	Microsoft License
<b>TOTAL</b>		<b>£3,459.24</b>	<b>£94.20</b>	<b>£3,360.04</b>	

**Direct Debits 2023/2024**

**NEST (Clerks Pension)**

<b>Date Taken</b>	<b>Payee</b>	<b>Amount</b>
08/04/2022	NEST	£56.91
02/05/2023	NEST	£72.13
24/05/2023	NEST	£75.74

\* Bacs / Card payment to be authorised by 2 Councillors

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

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

© transaction authorised by Chairman prior to meeting 4.1 Financial Regs

**APPROVED**

**Appendix 2 – Correspondence Log – June 2023**

<b>Date</b>	<b>Email/ Phone Call</b>	<b>From</b>	<b>Re</b>	<b>Action</b>
06.06.23	Email	KCC PROW	Automated reply re HE98.	No action.
06.06.23	Email	S Monk	Former resident.	Forwarded to the Church Walk Warden.
06.06.23	Email	KCC Prow Officer	HE98 - no further action to be taken.	Informative.
08.06.23	Email	Bramley Associates	The Pavilion.	Informative.
08.06.23	Email	FHDC Planning	Weekly List.	No action.
08.06.23	Email	FHDC Planning	Delegated List.	No action.
09.06.23	Email to	W J Farriers	Incorrect payment made to EPC.	Clerk awaiting confirmation.
10.06.23	Email	KALC	Woodland Management Course.	Clerk to confirm attendees.
10.06.23	Email	Bramley Associates	Bat Scope Survey.	Issued to FHDC Planning.
10.06.23	Email	Resident	Cows- HE100.	Clerk to respond.
12.06.23	Email	SOS 17 Bus	Community Bus Survey.	Sent to Chair. Clerk responded.
12.06.23	Email	Harmers	Mulch.	No action.
13.06.23	Email	SOS 17 Bus	Community Bus.	Clerk responded.
14.06.23	Email	P Roberts	Ambletuse associations.	Clerk responded.
15.06.23	Email	EPS Design	Quotation.	Clerk to responded.
15.06.23	Email	FHDC Planning	Weekly List.	No action.
15.06.23	Email	FHDC Planning	Delegated List.	No action.
15.06.23	Email	Mazars	Receipt of AGAR submission.	No action.
15.06.23	Email	FHDC Democratic Services	Outstanding expenses.	Clerk emailed to FHDC.
16.06.23	Email	NHW	Kent Fraud Alert.	Put on social media.
16.06.23	Email	FHDC Planning	23/0868/FH – Willow Cottage, Wingmore.	Sent to all Cllrs.
16.06.23	Email	FHDC Planning	23/0850/FH – Orchard House.	Sent to all Cllrs.
16.06.23	Email	Elham Valley Walkers.	Walking Festival.	Informative.
19.06.23	Email	FHDC Planning	Weekly List.	No action.

19.06.23	Email	FHDC Planning	Delegated List.	No action.
20.06.23	Email	Hopkins +	Defibrillator Aftercare governance.	No action.
20.06.23	Email	KALC	D Day 80 <sup>th</sup> 6 June 2024.	Future agenda item.
21.06.23	Email	Plan Tree Project Officer - KCC	Community Orchard.	Clerk to respond.
21.06.23	Email	Keith Holmes Memorial	RPG 352.	Clerk responded.
21.06.23	Email	Hambrook & John	RPG 353-part C.	Clerk responded.
21.06.23	Email	P Roberts	Ambleteuse visit.	Clerk to respond.
22.06.23	Email	FHDC Planning	Weekly List.	No action.
22.06.23	Email	FHDC Planning	Delegated List.	No action.
22.06.23	Email	NHW	Reported crime.	On social media.
23.06.23	Email	FHDC Planning	23/0682/FH/TCA – St Marys Church tree decision.	Sent to all Cllrs.
23.06.23	Email	Resident	Burial ground enquiry.	Clerk responded.
23.06.23	Email	KCC Prow	Confirmation Order HE373 (part).	Sent to all Cllrs.
25.06.23	Email	ICO	Renewal confirmation.	No action.
26.06.23	Email	NHW	Dog owners responsibilities.	On social media.
27.06.23	Email	Commonwealth War Graves.	Acceptance of application.	No action.
27.06.23	Email	Keith Holmes Memorials	RPG 319.	Clerk to respond after C&A Committee meeting.
27.06.23	Email	LineSearchBeforeUDig	Confirmation of application.	Awaiting reports.
27.06.23	Email	SGN	Application forwarded for approval.	Awaiting response.
27.06.23	Email	UK Power Networks	Application forwarded for approval.	Awaiting response.
28.06.23	Email	SGN	Information not readable, Clerk to contact.	

28.06.23	Email	RBL	Poppy Appeal /Remembrance Sunday	Clerk responded.
29.06.23	Email	FHDC Planning	Weekly List.	No action.
29.06.23	Email	FHDC Planning	Delegated List – 23/0618/FH 23/0689/FH/TCA	Sent to all Cllrs.