



**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL ON
MONDAY 4th NOVEMBER 2024 IN THE HALL, ELHAM PRIMARY SCHOOL STARTING AT
7.30pm.**

213.24 Those Present: Councillors: Cllr K Lamb (Chair) and C Chapman (Vice Chair) B Swan, G Clements, S Peall and 9 members of the public. **Apologies:** C Francis and K Allen received and accepted.

214.24 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests SI's) or a Voluntary interest relating to items on the agenda. None were declared.

215.24 Public Contribution

MOP – what is the relationship between Parish Council and Football Team as the Chair reports the football scores at Parish Council meetings. The Chair responded that he reports on the last game played prior to the meeting but there are generally three other games played in the month. It is the intention of the football team to do a monthly report for the newsletter. Hopefully, this will receive the support of the newsletter.

MOP – 20/0304/FH – Longland Farm, Exted Hill – it was agreed that this would be discussed under planning agenda item.

MOP - Firstly I would like to thank the Parish Council for inviting me to join the twinning ceremony in Ambletuse on 17th October. It was an opportunity to share good practice, and my requests here have arisen from seeing their Newsletter and hearing how their parish council operates to benefit and communicate with the community.

I listened to the Chairs concern about the cost of the church wall repair and have done some research re loans for Parish Councils. I have here an application form for a loan from the UK Government Debt Management Office which is especially for Parish Councils or town councils. (PWLB – Public Works Loan Board). It provides a loan for capital projects with varied terms of repayment which can be fixed to a regular income eg the precept. The government will advise any entity which is unsure whether it must follow the lending arrangements published or whether they borrow from the PWLB under separate arrangements. Queries should be directed to pwlb@hmtreasury.gov.uk

In the name of transparency, I am asking if a few hard copies of the agenda could be made available to members of the public so that they can follow the PC meetings. Not all parishioners can access the website nor print off an agenda. Also, that the minutes made available to the Elham Newsletter could NOT be abbreviated but an informative reflection of items discussed at the meetings.

Editor of Elham Newsletter -Ambletuse Website has past copies of their newsletter on their website. We at EVHA are copying their good practice and doing the same.

As well as a hard copy of the Newsletter, all members of the parish of Elham can receive communication about activities in the village through a monthly email. Only three parish council members are on that EVHA contact list. I am asking for permission to add the email addresses of all members of the Parish Council so that you receive the same messages as your members of the parish that you represent.

The Ambleteuse Newsletter has pictures of their council members in their copy. The December Newsletter last year published pictures of all the EVHA committee with each of their responsibilities and pictures of the new District Council were published earlier this year. Could we publish a picture of each of the members of the Parish Council this month so that parishioners ‘Know who you are’.

Would one of the Parish Councillors be willing to be the subject of ‘Know Your Neighbour’ in the Elham Newsletter?

A Trustee of Elham Village Hall - The twinning certificate needs to be hung somewhere accessible. There is space at the Village Hall and a request to use that space has been added to next month’s meeting agenda.

The meetings for the Ambleteuse council are held in their council offices. The village hall has a more intimate setting (the Peggy Pike room available on Monday evenings), with an overhead projector so that agendas and other documents could be shown easily to members of the public, who would be sitting on comfortable chairs and not school benches.

Finally, the EVHA committee want to invite a member of the Parish Council to attend their meetings each month so that communication is improved.

216.24 Minutes of meeting.

- 1) The minutes of the Ordinary meeting of the Parish Council 7th October were **approved** and were **signed as a true record** by the Chair of meeting.
- 2) The minutes of the Ordinary meeting of the Parish Council (Budget) of 21st October were **approved** and were **signed as a true record** by the Chair of meeting.
- 3) The minutes of the Wellbeing Committee meeting of 31st October were **approved** and were **signed as a true record** by the Chair of meeting.

217.24 Chairmans Report

Nothing to report as all items covered in the agenda.

218.24 Finance

- 1) The Accounts from September 2024 were a **true record** and were signed by the Chairman of the meeting.
- 2) The Bank Reconciliation from September 2024 was a **true record** and was signed by the Chairman of the meeting.
- 3) It was **noted** that all Councillors received the Accounts for October 2024.
- 4) It was **noted** that all Councillors received the Bank Reconciliation for October 2024.
- 5) The October 2024 invoices were **agreed**, and payments were **approved**.

EDF	ONLINE	£57.77	Electric
Bayliss Executive	ONLINE	£1,300.00	Twinning
	Debit		
Artes Ambleteuse	Card	£82.68	Twinning
KCPFA	ONLINE	£40.00	Subscriptions
Elham Primary School	ONLINE	£80.00	Room Hire
CameraExperts	ONLINE	£107.98	SID

Castle Water	ONLINE	£94.79	Burial Ground
Reliable Networks	ONLINE	£49.08	Microsoft License

219.24 Planning

1) Applications received were **noted** and comments **agreed**:

Planning Application	Address	Description	Comments / Views
24/1622/FH/TCA	The Old Vicarage, Vicarage Lane, Elham, CT4 6TT	Situated in a Conservation Area - T1 (Beech,) crown lift to approx. 8 meters above ground level. T2 (Hornbeam), reduce crown by up to 3 meters due to open cavity at base. G3 (Yew Trees x7) reduce down to 3 meters above ground level.	No Objections.
24/1201/FH	The Lodge, Droeway, Stelling Minnis, CT4	Change of use of land to residential garden and construction of rear single storey extension.	No Objections.

220.24
Number
error

2) There were **no** applications received since the agenda was issued therefore no comments needed to be agreed.

- Notification has been received that 20/0304/FH – Longlands Farm, Exted Hill, Elham – The use of land for the stationing of a mobile home for a temporary period for key agricultural workers and use of part of an agricultural building for the incubation and hatching of poultry. will be on the agenda for FHDC Planning and Licensing Committee meeting on 12th November 2024. Following a discussion, including members of the public, it was **agreed** Cllrs would confirm if they could attend the FHDC Planning and Licensing Committee meeting.

3) The following decision were, made by Folkestone and Hythe District Council:

Planning Application	Address	Description	Decision
23/0589/FH	Fir Tree Farm, Chapel Lane, Rhodes Minnis, Canterbury.	Rebuilding of agricultural building including extension, to convert to a single holiday let accommodation unit.	Approved with conditions.

221.24 Community and Amenities

1. **Church Wall – Insurance** - The uplift in the value to be insured for the Church wall was discussed. The additional cost of £1049.14 to cover this uplift for 2024/25 was **agreed**.

At a previous site meeting with the DAC Secretary and DAC Consultant Archaeologist the Parish Council was advised that DAC Archaeologist would need to be on site every day to supervise the excavations works and that this service would be provided on behalf of the Diocese. Upon receipt of the faculty, it was noted there was a condition stipulating that an Archaeological Watching Brief was required. The Clerk emailed the DAC Secretary requesting a written method statement and risk assessment including an outline of potential mitigation measures required with a timeline indicating the impact on the work schedule. In response to that correspondence the DAC have now stated that they are unable to provide the Watching Brief, they felt that the Parish Council should be paying for this. After a discussion it was **agreed** that a letter is to be sent to the DAC Secretary advising that the Parish Council would not be funding the required Watching Brief.

2. **Burial Ground** – the application for memorial for 364 was **considered** and **approved**.

222.24

Highways – Re-instatement of the yellow lines adjacent to the school are to be carried out by the end of the month. Thank you to D Cllr Godfrey for resolving this matter.

It was **agreed** to defer discussions regarding drainage to the December Ordinary meeting when the Highways lead would be present.

223.24

Twinning – Thank you to Anne Leva for the offer to write an article about the recent twinning trip for the December edition of the Newsletter.

The trip to Ambleuse was very informative and relations between the various organisations have been established. A twinning committee, with members of public and members of the various organisations, will be discussed at a future meeting.

MOP – if organisations wished to attend events in Ambleuse representing the village organisations would the Parish Council assist with travel costs. The Chair responded that that the Parish Council would consider each request for funding as and when presented to the Parish Council.

224.24

Environment Group – Following the receipt of drawings proposed planting plans for whips and bulbs it was discussed and agreed that the Parish Council agreed with the plans with the exception of whips being planted along the boundary fence for Hog Green properties in the King George V and bulbs being planted to the Community Orchard. The EWG will email revised plans for water harvesting system to the herb garden. The Clerk is to email EWG statement of fund available.

225.24

Remembrance Day – The Clerk will email all involved with the plans for the Road Closure on Sunday 10th November.

226.24

Consultation – It was **agreed** to defer discussions regarding the National Highways and Transport Survey 2024-25 until the Ordinary meeting in January 2025. *The closing date for this consultation is 28th February 2024.*

227.24

County Councillor Susan Carey - Member for Elham - Valley Kent County Council
Report received in absence.

Since your October meeting we've had the news that the European Entry Exit System (EES) has been postponed because not all EU states are yet ready for implementation. KCC is continuing to lobby the Government to make arrangements with the EU for

people to register their biometric details for EES before they arrive at the port and this delay is a chance to do this.

Another (less welcome) delay is the decision on the Lower Thames Crossing which the Government has now put back to May 2025. This is a much-needed major infrastructure project that will move much of the HGV traffic from the M20 and which KCC has long supported.

KCC's Solar Together scheme is open for residents and owners of community buildings to use a collective buying scheme to get a good deal for solar panels and/or storage batteries. The scheme has also been extended to include the installation of EV charging points (most people will not need a special charger at home as an EV can easily be slow charged overnight).

A reminder that KentTogether on the KCC website pulls together all the various schemes on offer to people who may have financial problems or mental health problems. There are many schemes available and discretion to help those in need who don't precisely fit any category.

Kent Highways had no record of commissioning the yellow lines for the parking restrictions near Elham School and the District Council is normally responsible for parking restrictions. Folkestone & Hythe District Council declined to check their records but thanks to the intervention of Cllr David Godfrey they have agreed to redo the lines.

Susan Carey
Member for Elham Valley
Kent County Council

District Councillor Elham Parish – Cllr Scoffham

Corporate Plan Consultation - Work on the new corporate plan is proceeding steadily. There were over 500 responses to the consultation from all sections of the community. The feedback on the draft plan was generally very favourable and was particularly useful in highlighting issues which residents regard as important. Attracting this level of engagement is a significant achievement and is one way in which the Council is reaching out to people locally. The decision to move the full council meeting in early October in New Romney is another example of community engagement.

Sustainable Futures Forum - There are two mini events this autumn designed to help local groups develop and promote their activities. The first Forum was held on 4th October at Folkestone College. The session was divided into two parts focussing (a) on communication and promotion and (b) on issues and common concerns. Around 50 people from very different walks of life attended the forum. Businesses and financial advisers shared ideas with local action groups and educationalists. The benefits in terms of networking were immediately apparent and there are plans to develop the scheme in the year ahead. A second forum, following a similar format, is due to be held on 14th November.

North Downs Forum - The next meeting is due to be held in early January in Elham Village Hall on Thursday 9th January with a special focus on health. The Forum is proving a useful way to identify issues relating to the rural area and seeing that they are drawn to

the attention of the Council. Local action groups, councillors and interested residents are all warmly invited so please do come along. James Butcher (james.butcher@folkestone-hythe.gov.uk) is the point of contact.

Liaison with Sojan Joseph - The next occasional meeting between councillors in North Downs East and North Downs West and Sojan Joseph our local MP is due to be held later this week. All local town and parishes councils have been contacted.

Road to rail - I reported last month about the need to get freight off the roads and onto rail. The benefits this could bring in terms of both reducing both traffic congestion and air pollution are manifest and the business case is compelling. I have been having meetings with representatives from Eurotunnel over the past month and there is now growing support from across all sections of the Council and beyond. Encouragingly Tony Vaughn MP asked Gareth Thomas (the Minister of State for Business and Trade) about this in the House of Commons last week. It will be interesting to see how the campaign unfolds.

Overgrown Tree - Turning to domestic matters, a problem has arisen regarding a yew tree in Orchard Gardens which is overshadowing local properties. Officers from both the Housing Dept and Grounds Maintenance Team have both been involved and it has been decided to reduce the size of the tree by about a metre all round. The work should be completed this week if it hasn't already been undertaken.

Planning Matters - As part of its preparation for the new Local Plan the Council has launched a call for sites. This is an opportunity for residents, parish councils, landowners, developers and other stakeholders to suggest land – with the potential for future development – for a wide range of uses. These include housing, employment, leisure, community, open space or areas set aside for nature.

District Councillor Elham Parish – Cllr Butcher

A brief verbal report was given regarding Southern Water. A point of contact will be given to the Parish Council.

District Councillor Elham Parish – Cllr Godfrey

Residents, visitors and businesses can jingle all the way in Folkestone & Hythe this December thanks to free festive parking. Charges in Folkestone & Hythe District Council car parks and on-street pay and display bays are once again being waived on the three Saturdays leading up to the big day: Saturday 7 December, Saturday 14 December, Saturday 21 December

228.24 Correspondence

The receipt of correspondence was **noted**, and any required actions **agreed**.

Date	Email	From	Re	Action
07.10.24	Email	NALC	Unveiling of new website.	Clerk received login details from KALC. No action required.
07.10.24	Email	Hopkins +	Costings for forthcoming year.	Informative.

08.10.24	Email	FOsM	Replacement railings.	Clerk awaiting informative and invoice.
08.10.24	Email	Brogdale	Site visit report.	Clerk sent to Chair, Tree Warden and Harmers and Son.
10.10.24	Email	FHDC Planning	Weekly List.	Informative.
10.10.24	Email	FHDC Planning	Delegated List.	Informative.
14.10.24	Email	Woodlands Trust	Expectant delivery date for awarded whips.	Clerk informed the EWG.
15.10.24	Email	FHDC	Remembrance Day Road Closure permit.	Sent to Stage Coach, to be erected in various agreed locations.
15.10.24	Email	Zurich	Churchyard.	Sent to Cllr Peall.
15.10.24	Email to and from	Access Insurance	Churchyard.	Clerk replied with the information requested. No quotations received to date.
15.10.24	Cc Email	D Cllr Scoffham	Yew Tree to The Orchards.	Sent to Tree Warden for information.
16.10.24	Email	Rev'd Carol	Burial enquiry.	Clerk liaising directly with Funeral Directors.
17.10.24	Email	FHDC Planning	Weekly List.	Informative.
17.10.24	Email	FHDC Planning	Delegated List-23/0589/FH.	Decision Notices sent to Cllrs.
17.10.24	Email	EWG	Plans for 2025.	Discussed with all Cllrs at Ordinary meeting.
24.10.24	Email	FHDC Planning	24/1201.FH – The Lodge.	Sent to all Cllrs.
24.10.24	Email	Resident	Ottinge Streetlight.	Emailed D Cllr Scoffham, FHDC and D Cllr Godfrey.
24.10.24	Email	Resident	Remembrance Day Road Closure.	Clerk responded.
24.10.24	Email	FHDC Planning	Weekly List.	Informative.
24.10.24	Email	FHDC Planning	Delegated List.	Informative.
25.10.24	Email	EVFC	Fixtures.	Sent to Harmers.
27.10.24	Email	Rev'd Carol	Remembrance Day.	Clerk attending meeting 29.10.24.
28.10.24	Email	D Cllr Scoffham	Yew Tree to The Orchards.	Sent to Tree Warden and hand delivered email to resident.

30.10.24	Email	KCC Highways	Twinning signage.	Clerk to respond.
31.10.24	Email	FHDC Planning	Weekly List.	Informative.
31.10.24	Email	FHDC Planning	Delegated List.	Informative.
31.11/24	Email	Ellingham	Historical documents.	Clerk responded.
01.11.24	Email	FHDC Democratic Services	Electoral Register.	Clerk responded.
03.11.24	Email	Resident	20/0304/FH – Longlands – FHDC Committee date.	Clerk responded. Email and details sent to Cllrs.
04.11.24	Email	DAC Secretary	Archaeological watching brief.	Sent to Chair. To be discussed under agenda item.

Email Summary Log –

The Gore	5
The Community Orchard	3
Churchyard	15
Defibrillator	3
Burial Ground	18
Environment Group	10
Twinning	38
Road Closures	18
Remembrance	16
Village Newsletter	2
Highways	7
Planning	14
Other	18
Councillors	47

229.24 Date of next meeting and Close

The next Ordinary meeting of the Parish Council will be on Monday 2nd December 2024 at 7.30pm.

There being no further business the meeting closed at 9.15pm.