

APPROVED MINUTES OF THE ORDINARY MEETING OF THE PARISH
COUNCIL ON
MONDAY 7TH SEPTEMBER 2026 IN THE PEGGY PIKE ROOM, ELHAM
VILLAGE HALL STARTING AT 7.30pm.

168.26 Those Present: Councillors K Lamb (Chair) C Chapman (Vice Chair) B Swan, G Clements, C Francis, K Allen and three members of the public.

Apologies: S Jacob and J Osbourne

169.26 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.

None declared

The meeting was adjourned for 170.26.

170.26 Public Contribution

A MOP enquired again about the prospect of planting specimen trees and more hedges on the Gore and around the football pitch

It was reiterated by councillors that this would be inappropriate. The suggestion of additional runs of hawthorn and blackthorn hedging was discounted owing to its thorny nature and proximity to sports areas and also the potential risk it could pose to children using the area.

It was also noted that the land is only rented by the Parish Council on a short-term basis.

District Councillor Scoffham advised of his current tree planting initiative. Councillor Lamb advised that he had been in contact with some local landowners that might be willing to support and facilitate future tree planting projects. It was agreed that he and Cllr Scoffham would discuss potential opportunities

A member of the public asked if a fixture list of football matches could be displayed for the benefit of nearby residents. There is a list of fixtures in the notice board at the Pavilion. It was noted that the Elham Valley Veterans Team plays on alternate Saturday mornings during the season, with another team playing on Sundays. In addition,

enquiries have been received from a ladies' team and a youth team regarding use of the pitch.

Income generated from pitch hire will contribute towards the refurbishment of the pavilion and the on-going maintenance costs of the Gore which is currently being improved into a sustainable and attractive venue for community use and hire.

The meeting was reconvened to discuss 171.26 onwards.

171.26 Minutes

1. The Ordinary Meeting of the Parsh Meeting held on 3rd August 2026 were **approved** and signed as a true record by the Chair of meeting.

172.26 Chairman's Report -

- The second precept payment has now been received, and a meeting of the Finance Group will be arranged to review the Council's financial position and ensure it remains on track.
- Six applications were received for the Clerk/RFO vacancy, with interviews scheduled for the week commencing 14th September 2026. During the six-month vacancy period, approximately £10,000 has been saved through councillors sharing the Clerk's duties.
- Cllrs Lamb and Swan attended a KALC meeting to discuss proposals for local government reorganisation and the introduction of a unitary authority. The proposals were subsequently placed on hold from 7 September 2026.
- The Pavilion roof, which had recently undergone repairs, sustained damage because of vandalism. The damage was subsequently repaired by Cllrs Lamb and Swan.
- Play for Elham will be holding a Family Fun Day on 12 September to raise funds towards new equipment for the King George V Play Park.
- The gift of woodland transfer remains with the solicitors and is progressing through the legal process.
- Rural Crime Week provides an opportunity for residents to take part in consultations and share suggestions. Further information is available on the Parish Council website.
- The Council extends its sincere thanks to Jan Frayne for producing the new labels for the fruit trees in the community orchard. The council would like to further thank Jan and also Julie Cullingworth and their families for their ongoing hard work throughout a very dry summer maintaining the Community Orchard, including watering and mulching around the bases. This has ensured the survival of the trees. Thanks, are also due to residents who kindly provided a water supply for this.
- The Council has gratefully received a generous donation of £200 from a local resident towards the cost of painting the Pavilion.

173.26 Committees

1. The Terms of Reference for the following committees:
 - C&A Committee – reviewed and **agreed**. Copy to be uploaded onto Elham Parish Council website.

174.26 Finance

1. The Accounts from August 2026 were **agreed** as true record and were signed by the Chairman of the meeting.
2. The Bank Reconciliation from August 2026 was **agreed** as true record and was signed by the Chairman of the meeting.
3. The August 2026 invoices were **agreed**, and payments were approved. *Please see appendix 1.*

175.26 Planning

1. The following applications were considered and comments agreed:
 - 26/1243/FH/TCA** - Bankside, High Street, Elham, Canterbury, CT4 6SY - Works to trees in a conservation area comprising of T1 Goat Willow pollard to 4 metres - **No objection**
 - 26/1266/FH** – Heathwood Lodge, Wheelbarrow Town, Stelling Minnis CT4 6AH – Single storey rear extension & remodelling of the property including rooflights, replacement windows, doors and roof covering – **No Objection**
 - 26/1244/FH/TCA** – Mill House, The Row, Elham CT4 6UL – Works to trees in a conservation area comprising of T1 Prunus and T2 Elder fell to ground level and G1 Sycamores pollard to 4 metres – **No Objection**

2. The following application was received since the agenda was issued, comments agreed: **None received.**

3. To **note** any decisions made by Folkestone and Hythe District Council

26/0757/FH - Elham Church Of England Primary School, Vicarage Lane, Elham, Canterbury, CT4 6TT - Works to trees subject to TPO No 01 of 1955 Elham RDC comprising of T2, T3 & T6 Beech crown lift by 5 metres removing 5 lower branches approximately 9 metres laterally and 3.5 metres vertically. **FHDC Decision – Approved with Conditions**

26/0902/FH/TCA - Elham Church Of England Primary School, Vicarage Lane, Elham, CT4 6TT - Works to trees in a conservation area comprising of T1 prune to clear branches away from overhead cables to allow for at least a 1m clearance, T4 Sycamore to reduce crown by 5 metres laterally & vertically, and T5 Field Maple to be felled to ground level. – **FHDC Decision – No objections**

26/0924/FH Ottinge Court Farm, Canterbury Road, Ottinge, Canterbury, CT4 6XH Erection of a replacement farm building for cattle following demolition of the existing structure. **FHDC Decision – Approved with Conditions**

26/0950/FH Rigdens, The Square, Elham, Canterbury, CT4 6TJ Listed Building Consent for removal of internal wall and access to existing chimney for woodburner. **FHDC Decision - Refused.**

26/0802/FH Little Droveaway, Droveaway, Stelling Minnis, Canterbury, CT4 6AJ Change of use of part existing equestrian barn to an equine veterinary office with mezzanine floor level (Class E(e)), together with ramp and balustrade to Southwest elevation and the retention of external doors. **FHDC Decision – Approved with Conditions**

26/1081/FH/TCA The Old School House, The Square, Elham, Works to trees in a conservation area comprising of T1 Bay, Canterbury, CT4 6TJ crown reduction of 3 metres vertically and 0.5 metres laterally. T2 Holm Oak, T3 Viburnum & T4 Damson, crown lift to 4.2 metres above ground level. T5 Larch, crown lift to 5 metres above ground level. **FHDC Decision – No objections**

176.26 Highways – Kent County Council’s Highways Improvement Plan (HIP) remains a work in progress and an update will be provided at the October meeting.

Cllr Francis attended a Southern Water Community Engagement event on 4 September, hosted by Sojan Joseph MP. The meeting was well attended, with more than 30 residents present to discuss the ongoing flooding issues at the lower end of Duck Street and the measures being implemented ahead of the winter period. A key issue identified was the need to line sections of the sewer network to prevent groundwater ingress. Southern Water also advised that, going forward, smaller tankers will be used within the village, with larger holding tanks located outside the village. This approach is expected to reduce noise, minimise road damage, and lessen disruption to residents.

177.26 Defibrillator (C&A) – to be discussed in further detail at the next C&A meeting, covering costings and potential sites for additional defibrillators. For the time being continuing with Hopkins for maintenance agreement.

178.26 Church wall - Cllrs Lamb and Swan met with a contractor from Integral Brickwork Limited to review the agreed rolling maintenance plan, with works scheduled to commence in late September. Following a site walkaround, it was agreed that Duck Street should be prioritised. It was noted that the ivy growing on the wall will need to be treated and killed before removal to avoid damaging the structure. The maintenance programme will be delivered over a three-year period, with work undertaken in two-week phases.

179.26 The Gore (C&A) – Suggestions were put forward to enhance the facilities at The Gore, including the creation of a perimeter running track, installation of outdoor gym equipment, and provision of a covered area for activities such as yoga. It was discussed the possibility of locating outdoor gym equipment at the King George V Recreation Ground, noting the potential health and wellbeing benefits for users aged 12 and above.

In response to ongoing incidents of anti-social behaviour, three CCTV quotations were considered. It was **agreed** to proceed with Option 2 at a cost of £2,518 plus VAT. The selected system will provide high-definition coverage, together with recording and playback capabilities.

Councillors reviewed the outstanding works required to improve the pavilion and storage containers. These include repairing and cladding the rear of the pavilion with treated feather-edge boarding finished in black barn paint, constructing an internal stud wall within the containers, replacing sections of rotten flooring, removing the existing shower and toilet cubicles, installing new shower panelling, and disposing of all waste materials. It was **agreed** to proceed with the quotation for these works at a cost of £4,426 plus VAT.

Cllrs expressed their gratitude to The Kings Arms, which has generously offered to provide flooring and other materials free of charge. It was noted that future rental income from the facilities will help offset ongoing grounds maintenance costs and support the long-term sustainability of the site.

The proposed King George V pathway project has been approved in principle. It was **agreed** to allocate £2,000 towards the cost of creating an all-weather surfaced path with appropriate edging. It was anticipated that the Community Payback Team may be able to undertake the labour element of the project, although a contractor would be required to carry out the preparatory groundworks.

180.26 Grounds Maintenance – It was agreed to defer discussion of the maintenance plan for mowing, hedges, and verges until the October meeting, pending a detailed report from the Environmental Group.

181.26 Environment – A request for funding of £150 was received from the Environment Group to support a screening of the film *People's Emergency Briefing*. The funding would cover Village Hall room hire and advertising costs. District Cllr, Stephen Scoffham agreed that this was ideal for consideration under his Ward Grant scheme.

165.26 To hear verbal reports from

County Councillor – C Hesse – no report available at time of meeting.

District Councillor - S Scoffham & J Butcher – see below, D Godfrey – no report

Report from District Council Cllr Stephen Scoffham & James Butcher

This report gives a brief snapshot of some key developments and forthcoming events over the next month.

Local Government Reorganisation

As you know, Folkestone-Hythe is to be part of the new Mid-Kent unitary authority along with Ashford and Swale from 1st April 2028. We are expecting a decision as to whether Kent and Medway will be designated as a new mayoral authority covering the four new unitaries⁰⁷ in the next few months.

Council Housing

We now have further information about the C1 grading from the housing regulator. Folkestone-Hythe is the first authority in Kent to be awarded this grade which is an

outstanding achievement. The report highlighted the 'strong evidence' that we are committed to putting residents first in everything that we do.

Green Grants

Over 60 have been received for this year's scheme. There were 17 applications for micro-grants (less than £2000) involving a wide variety of community groups. Overall, we have received applications amounting to around three times the amount of money (£250,000) available.

Fraud

We have continued to investigate fraudulent claims, the majority of which concern council tax. In recent years the council has investigated cases of fraud amounting to around a million pounds

People's Emergency Briefing

The briefing on the risks of climate change will be screened to Council Officers later this month making this the fourth screening in our district this year. Over 100 MPs have now called for the film to be screened on national media.

FOLCA

The plans for the two FOLCA buildings are proceeding steadily. FOLCA 1 will be developed as flats with commercial units on the ground floor. FOLCA 2 will be developed as a medical centre along with other uses. Work will begin shortly on physically separating the buildings and making them weather-proof.

New play area

Plans have been approved for Bouverie Square park to have a range of exciting equipment including a substantial climbing structure and a wheelchair-accessible roundabout. The design features brightly coloured salamanders (as introduced as part of Folkestone Triennial 2025) and is the outcome of a collaboration between F&HDC, Creative Folkestone and the artist Monster Chetwynd.

Otterpool

We continue to be involved in detailed negotiations with Homes England over the development of Otterpool Garden Town. The focus is now on the delivery strategy and the early homes delivery site. Outline planning permission is likely to be submitted before Christmas.

North Downs Forum

We have now identified three projects that we want to get established:

- The Friends of the Nailbourne which aims to protect, raise awareness and celebrate this globally rare ecosystem, from its source in Lyminge to where the stream joins the Little Stour near Littlebourne.
- There has been an initial meeting of the North Downs Patchwork Farm group which aims to build a collective of food-growing spaces, spread across the North Downs, encouraging more people to start growing food and sharing produce.
- We're also looking at the potential for a community energy project in the North Downs.

Future meetings, all starting at 19.00, will be:

- 24 September - Knowler Farm, Stelling Minnis
- 12 November - Hawkinge Community Centre
- 11 February - venue TBC
- 08 April - venue TBC

120.26 Correspondence

All correspondence received covered within the agenda items.

121.26 Date of next meeting and Close - The next meeting will be the Ordinary Meeting of the Parish on 5th October 2026 at 7.30pm.

There being no further business the meeting closed at 9.30pm.

Appendix 1 – Approved Invoices and Payments

August 2026 invoices approved on September 2026 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
Reliable Networks	ONLINE	£50.16	£8.36	£41,,80	Microsoft License
Hopkins	ONLINE	£124.74	£20.79	£103.95	Defibrillator
Wraight's Tree Care	ONLINE	£792.00	£132.00	£660.00	Grounds Maintenance
Dilton Mini Skips	ONLINE	£1100.00	£0.00	£1100.00	Grounds Maintenance
Viking	ONLINE	£136.73	£22.79	£113.94	Stationary
D G Walton Builders	ONLINE	£1590.00	£0.00	£1590.00	Maintenance - Pavillo
Elham Village Hall	ONLINE	£67.50	£0.00	£67.50	Room Hire
Elham Village Hall	ONLINE	£67.50	£0.00	£67.50	Room Hire
M J Christie	ONLINE	£150.00	£0.00	£150.00	Maintenance
	Total	£4078.63	£183.94	£3894.69	

