



## Minutes of the Full Council meeting held on Thursday 14<sup>th</sup> July 2022 at 7.00pm in Chilham Village Hall

**Councillors Present:** G. Schofield (Chair), K. Uncle (Deputy Chair), J. Marriot, D. Marriot, S.T. Dixon (STD) & G Meaden

**Also Present:** P. Coles (Clerk to the Council), Perspective Councillor Shanise Barrett (SB) and Eight members of the public.

**Councillor Apologies:** G. Taylor

**Councillor Absentee:** L Mckay

### AGENDA

- Item**  
**2022/074**      **Apologies for Absence**  
Apology received from Councillor G Taylor
- 2022/075**      **Declarations of Interests And / Or Lobbying**  
No declarations of interest
- 2022/076**      **Minutes**  
**2022/076.1**    To receive and approve the minutes of the meeting held on 16 June 2022.  
The Chair informed the meeting that the Borough Councillors report included with the minutes contained inaccurate information regarding Hawkins Rough. The Chair invited Anastacia Watkins to respond to the report on behalf of the residents of Hawkins Rough. The Chair confirmed that the clerk will amend the minutes to include the statement from Anastacia Watkins  
**2022/076.2**    To receive an update on any matters arising not included in the agenda  
Councillor Uncle reported that on inspecting Taylor Hill Toilets the toilets had not been cleaned for a period and the ladies' toilets were full of dead flies. He contacted the contractor, Victory Cleaning, who agreed to a deep clean for no charge.
- 2022/077**      **Questions from Residents**  
Regarding Chilham Parish Council's policy on section 106 funding, A resident on behalf of SOWLIS informed the meeting that they have serious concerns about the legal basis for any proposed contributions made on this basis, as it could appear that such contributions might be construed as inducements to garner support for the proposed development.

These are the questions SOWLIS wishes to ask:

1. What advice (legal or otherwise) did the Parish Council take on this policy before passing this resolution?
2. What is the legal basis of the community fund? How is constituted?
3. What discussions have taken place with GS Investments Ltd and/or Robert Balicki about the proposed contribution based on 1p per Kilo Watt Hour? How is this to be calculated?

4. Is the Parish Council aware that such contributions are a matter for Ashford Borough Council and need to comply with Regulation 122 of the Community Infrastructure Levy Regulations 2010 (as amended)?
5. Does the Parish Council know that the Localism Act 2011 is not relevant in this context?
6. Does the Parish Council know conditions in Regulation 122 of the Community Infrastructure Levy Regulations are that the contributions must be:
  - necessary to make the development acceptable in planning terms.
  - directly related to the development; and
  - fairly and reasonably related in scale and kind to the development.

In reply:

1. The Parish Council did not take any legal advice on setting the policy.
2. The legal fund would not be a separate organisation to the Council. The money would be held by the Council in a separate account with Councillors deciding on how the money is used.
3. The Parish Council has had no discussions with GS Investments Ltd, the Council has also had no discussions with SOWLIS.
4. The Council are aware that Section 106 monies are a matter for Ashford Borough Council. The Council agreed the policy to express to the Borough, on behalf of residents, how section 106 funding should be used in the Parish
5. The comments on the Localism Act are a view. CPC pass comment on planning applications. Setting a policy, it is hoped, will stop and address the mistakes in the past where ASB did not agree to the Councils view on how the funds should be used.
6. The Council are aware of the obligations of the Community Interest Levy. Section 106 monies do not mitigate the impact of development. The policy is intended to be flexible enough in its management to accommodate any restrictions on the funds received.

CPC are meeting with representatives of Ashford Borough Council to progress the policy. No planning application has been submitted for a solar farm. CPC believe in the future there be further interest in solar farm projects.

A resident emailed the following suggestion: Many cyclists visit The Square, particularly in the summer months but there are no facilities for cyclists. May I suggest that a cycle stand/rack be installed in The Square, to accommodate at least 6 - 8 cycles.

The ideal location would be by the tree and the benches, opposite the tea rooms. The majority of cyclists tend to visit the tea rooms and like to keep a close eye on their cycles, so this would be the perfect location.

In response the Parish Council confirmed that the Council does not own the land in Chilham Square. There is already a cycle rack located by the toilets in the car park.

A question was raised relating to the April 2022 minutes. Item 2022/035.4.5.1 in the minutes include refer to a Tree Policy, when will the Tree policy come the Parish Council for approval. The Councillors are looking to bring the policy to September's CPC meeting.

A Parishioner asked when the toilets at Taylor Hill car park close. The toilets close at 10pm.

Councillors were also asked whether those representing Old Wives Lees should declare an interest when discussing a proposed application for a Solar farm in Old Wives Lees. One of the Councillors responded on behalf of CPC stating that whilst they were a Borough Councillor on Planning, they did not have to declare an interest when discussing planning applications for Chilham. CPC view is that Councillors residents in Old Wives Lees do not need to declare an interest.

No reports were submitted

**2022/079 Confirmation of the new Co-opted Councillor for Chilham Parish Council**

The Chair confirmed that after interviewing four candidates seeking to be co-opted to the Parish council, the Parish Councillors have agreed to co-opt Shanise Barrett. The chair asked Shanise if she accepted the offer of being co-opted to the Council. Shanise confirmed her acceptance, and the Chair welcomed her to the Council stressing how much the Councillors look forward to working with her.

**2022/080 Working Groups**

To receive reports

**2022/080.1 Finance & General Purposes:**

2022/080.1.1 The following Financial Transactions were approved

Victory Cleaning	624.12
Record	261
Bilting Farm storage	46
Bilting Farm storage	46
Clerks' salary	693.78
Clerks Expenses	149.98
HMRC	775.98
OWL's grant	250
it'seeze	54
Castle water	397.92
Rentokil	84.24
Treefellas	275
Dustbusters	635
Michaela Barton	80.97
G Schofield	7.58
Sarah Dixon	98.4
Sarah Dixon	54
Royal Mail finance	38.1
Kalc	0.4
Total	4672.54

2022/080.1.2 To consider the purchase of a License for the use of Mail Chimp.

On behalf of the communications committee the clerk proposed signing up for a Mailchimp account. Mailchimp provide a free offer for up to 500 subscribers. Mailchimp would be used to distribute the Parish Council bulletin, notice of Council meetings and agendas/minutes.

Mailchimp is GDPR compliant with the email addresses being held in the cloud and not on the Clerks laptop. **Agreed** Unanimous.

**2022/080.2 Planning**

2022/080.2.1 Planning Applications

<b>New Applications</b>	<b>Address</b>	<b>Description</b>	<b>Parish Council comment</b>
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<a href="#">22/00865/AS</a>	Kent Vale, Canterbury Road, Chilham, Canterbury, Kent, CT4 8AG	Two storey detached ancillary accommodation Removal of existing roof structure and the re-construction with new dormer windows to create first floor accommodation and the erection of a two-storey extension to the southwest elevation. Revised scheme to 21/00114/AS	Two storey detached ancillary accommodation. It would be subservient to the main dwelling. There is parking space. At 74m sq. It is smaller than a previously withdrawn application. Recommend CPC support
<a href="#">22/00958/AS</a>	The Old Roses, Ashford Road, Chilham, Canterbury, Kent, CT4 8EE	Revised scheme to 21/00114/AS	The change to application relates to the colour of the roof tiles. As the site is set back from the A28 the Parish Council approve the revised scheme
<b>Tree works</b>	<b>Address</b>	<b>Description</b>	<b>Parish Council comment</b>
<a href="#">22/00110/TP</a>	Land at Chilmans Downs east of, Ashford Road, Chilham, Kent	Trees to be felled- Beech, Ash, and Silver Birch due to disease or danger of falling onto road or railway. One Oak requires a crown reduction of a height between 10-15 metres and a width of no more than twenty-five metres T1 Prunus Bird Cherry 6m height - crown lift by 2 metres T2 Prunus Bird Cherry 6m height - crown thin by 10% T3 Prunus Bird Cherry 6m height - section fell to the ground, grind stump All 3 trees were planted at the same time 20 years ago as part of a new landscaping design, included over planting to ensure required number/vista established. All 3 trees are now competing with each other. This work will allow T1 and T2 to flourish.	CPC would have recommended that trees felled should be replaced by appropriate native species.
<a href="#">22/00152/TC</a>	Deepwell House, Chilham Castle Estate, Chilham, Canterbury, Kent, CT4 8DB		Agreed

2022/080.2.2 Planning Decisions

Case Granted	Location	Description	Ashford Borough Decision
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<a href="#">18/00120/CONB/AS</a> <b>Dismissed</b>	Ashford Road Service Station, Ashford Road, Chilham, Canterbury, Kent, CT4 8EE	Part discharge of condition 3(i) (Desk top study - Land and /or groundwater contamination relevant to the site)	Permit
<a href="#">21/00676/AS</a>	Terra Nova, Pilgrims Lane, Chilham, Canterbury, CT4 8AA	Erection of chalet bungalow within the grounds of Terra Nova, with associated access and provision of 2 additional parking spaces [Resubmission of 19/01446/AS]	Refuse Consent
<a href="#">22/00261/AS</a>	Thompsons House, Taylors Hill, Chilham, Canterbury, CT4 8BZ	Replacement of existing garage/annex with an extension to the main house. New roof lights. New window at existing first floor level to north elevation.	Refuse Consent

### 2022/080.3 **Events & Communications**

2022/080.3.1 To receive a report from the Working Group on Communications  
The Committee discussed producing a monthly Email bulletin to distribute via Mailchimp. The Committee discussed including in the bulletin news from the Parish Council, spotlight on a Councillor, links to Parish Council agendas and minutes, and activities/consultations/benefits that would be of interest to Parishioners. The Committee reviewed examples of on-line bulletins.

The Committee recommended setting up a working group to review website, including potential new providers. **Agreed.** Unanimous. Working Group to include STD

### 2022/080.4 **Environment & Open Spaces**

2022/080.4.1 To receive a report from the Working Group  
No report

2022/067.4.2 Clearance of hedging and undergrowth on land owned by Chilham Parish Council adjacent to No.17 Cherry Orchard, O.W.L. The clerk confirmed that the contractors have been booked to carry out the work week commencing 15<sup>th</sup> August 2022

### 2022/081 **To discuss a proposal from Southern Gas Networks (SGN) for the siting of a Gas Converter at Cobbs Hill junction Cherry Orchard, Old Wives Lees**

SGN approached CPC regarding the possibility of siting a new Gas Converter on CPC land to replace an existing below ground converter that is coming to the end of its working life. CPC met with SGN on 12<sup>th</sup> July 2022 and agreed in principle to siting the converter on CPC land. SGN need to carry out further research to confirm the need for a new converter, there is a possibility that an existing converter could be used via an additional gas pipeline. SGN will contact CPC when they confirm the need for a new converter, with a proposal if required.

### 2022/082 **To discuss issues relating to the Paddock Roadway Old Wives Lees**

The roadway at the Paddocks Old Wives Lees is an unadopted road. Ashford Borough Council own the footpath. Parking on the roadway is an on-going problem as there are too many cars for the number of parking spaces adjacent to the housing. CPC are aware that there have been issues with the roadway being blocked going back ten years. ABC will be arranging a meeting with Kent County Council to sort out ownership of the roadway. CPC confirmed that the car park adjacent to the village hall is now opened at night.

**2022/083**

**Correspondence**

List of items received during the period 2nd May 2022 – 1<sup>st</sup> June 2022

<b>Item</b>	<b>Date</b>
FW: Briefing Notes for Parishes - Victoria Park Update and Cantii Way launched	06/06/2022
Oast to Coast	07/06/2022
Briefing Notes for Parishes - Ashford leads the way on green initiative, and apologies	10/06/2022
Briefing Notes for Parishes - Safety in Action returns	13/06/2022
NALC CHIEF EXECUTIVE'S BULLETIN	13/06/2022
RE: Briefing Notes for Parishes - The Fabric of Ashford is back	15/06/2022
NALC NEWSLETTER	15/06/2022
RE: Briefing Notes for Parishes - Sustainable Warmth funding	15/06/2022
QGC Application	15/06/2022
Re North Court Solar Farm	15/06/2022
RE: Briefing Notes for Parishes - ABC v Wilson Freezing Injunction	16/06/2022
Strike action info letter from Southeastern	16/06/2022
Fire Stoppers Campaign Toolkit - PP	16/06/2022
FW: Local Government Bulletin 16 June	16/06/2022
Briefing Notes for Parishes - Introduction to our new Planning Portal	16/06/2022
NALC CHIEF EXECUTIVE'S BULLETIN	17/06/2022
Re: Best practice in climate action	20/06/2022
Briefing Notes for Parishes - New virtual heritage plaque Verona Holmes	22/06/2022
Briefing Notes for Parishes - Chilmington Green Secondary School	22/06/2022
CHIEF EXECUTIVE'S BULLETIN	24/06/2022
Local Government Bulletin 24 June	24/06/2022

**2022/084**

**Matters for Further Discussion**

Not applicable

**2022/085**

**Date and Time of Next Meeting**

To confirm the next Meeting of the Parish Council will be held on 01 September 2022 ( the meeting was informed it will be on the 8<sup>th</sup> September but was subsequently moved to the 1<sup>st</sup> September) at 7.00 pm in Old Wives Lees Village Hall, Lower Lees Road, Chilham CT4 8AS