



**Minutes of the Full Council meeting held on Thursday 16<sup>th</sup> June 2022 at 7.00pm in Chilham Village Hall.**

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

**Also Present:** P. Coles (Clerk to the Council) & five members of the public

**Councillors Apologies:** G. Meaden & G. Taylor

**Absentee:** Cllr. L. McKay,

**AGENDA**

- Item**  
**2022/061**      **Apologies for Absence**  
Councillor G. Meaden & Councillor G Taylor
- 2022/062**      **Declarations of Interests And / Or Lobbying**  
Councillor S.T. Dixon item 2022/067.4.2
- 2022/063**      **Minutes**  
**2022/063.1**    To receive and approve the minutes of the meeting held on 05 May 2022  
Proposed, seconded, and agreed unanimously.
- 2022/063.2**    To receive an update on any matters arising not included in the agenda  
Ashford Borough Council (ABC) have contacted the clerk to inform him that Chilham PC were successful in our application for a tree.
- 2022/064**      **Questions from Residents**  
A question was raised regarding the date of the meeting. The questioner reminded the chair that CPC meetings are scheduled Bi-monthly. The questioner believed that having an earlier meeting could cause confusion with Parishioners  
Chair replied that the Parish Council had made it clear that Bi-monthly meetings were being trialled by the Parish Council and had always made it clear that if a meeting was required than a meeting would be called.
- A resident raised that he had arranged a meeting between Councillor G Meaden as a Ward Councillor and Parish Councillor with Green Switch Capital to discuss the possible use of S106/CIL monies  
Chair replied that it had been made clear to Councillor G Meaden that any meeting with Green Switch Capital would be as a ward member only. He would not be attending as a representative of the Parish Council.

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A resident requested that Council members keep the volume up to enable them to hear. Chair replied that the Council will investigate using the Council tannoy system at the next meeting

2022/065

**Borough Councillors, Policing:**

Ward Member's report – Downs North

Geoff Meaden (14<sup>th</sup> June 2022)

Three ongoing pieces of casework are still, after nearly six months, proving a significant challenge:

1. Maslow Court. This refers to a small engineering company sited on the A28 near Meadow Close, who continue to function without proper planning approval. Their activities are often annoying to local residents, but it is proving extremely difficult to get these regulated. ABC are proving somewhat slow in processing a planning application that Maslow have submitted, and enforcement cannot happen until the application has been approved.
2. Parking along The Paddock. The Paddock has access via a footpath along the front and a roadway along the rear. While the footpath is the responsibility of ABC, who regularly attend to the grass and hedge trimming, the roadway is on unregistered land and as such nothing can be easily done about the parking and other problems faced here.
3. Hawkins Rough. There has been a very long-going saga concerning land ownership, unauthorised activities, and anti-social behaviour on this large patch of mostly ancient woodland. The owners of Cork Farm on Long Hill have been trying unsuccessfully for several years to get problems here resolved. Recently the situation has deteriorated rapidly with additional vehicles and caravans moving in and with an increased range of unauthorised activities taking place. It must be said that the people occupying the land are also proving rather difficult to deal with.

In all of the above casework I've had a range of correspondence and phone discussions, but rarely are positive advances made. I can appreciate that ABC officers are extremely stretched, and that there are additional bureaucratic impediments to progress, but my residents really do need to see more action. The process of enforcement is a major challenge for all concerned.

It was great to see the success of the Queen's Jubilee events in the Chilham Square on June 2<sup>nd</sup>, and many thanks are mainly due to Greg and his team of co-organisers. Although I was only able to attend for a limited period in the afternoon, it was clear that there was virtually "something for everyone". Even the sun shone!! I cannot imagine where all the folks in the Square could have come from, but I'm thankful for all who attended. I gather that the celebration in the Old Wives Lees village hall on the 4th, which I was unable to attend, was also much appreciated.

I'm finding that my participation on ABC's Planning committee to be most interesting, though it does bring up severe challenges in terms of decision making. I had been informed that Planning per se was an objective activity, but in practice this has proved anything but the case. While there are a vast range of planning policies that must be observed, there are also areas which are very subjective and are thus dependent on how individuals see particular matters. A good example of this can be seen by the newly emerging winery whose construction is now ongoing along the New Cut Road. While I was not against the winery itself, I argued strongly that it might well be seen as a "blot" on the landscape in that location. At the moment this seems very much to be the case – certainly when viewed from the lane where I live. But others might see this building very differently and of course it might eventually blend into the landscape through some expert landscaping. Anyway, sometimes I

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am finding it very challenging to weigh up the pros and cons of a planning application, and of course the results of the vote to approve or not to approve are not always easy to accept. e.g., the approval given for the Harvest House development which has resulted in the loss of our Chilham surgery.

**2022/066 Confirmation of the resignation of Councillor Jane Martin**

The Clerk confirmed receipt of letter from Ashford Borough Council (ABC) regarding the resignation of Jane Martin. As ABC have not received requests from ten electors for an election to take place the Parish Council can go ahead and co-opt a replacement Member.

The position will be advertised on the Parish Council website and promoted via social media. Any parishioners interested will need to submit their interest to the clerk by 5pm Saturday 2<sup>nd</sup> July. Interviews with Parish Councillors will be held via zoom on Tuesday 5<sup>th</sup> July 2022

**2022/067 Working Groups**

To receive reports

**2022/067.1 Finance & General Purposes:**

2022/067.1.1 Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

The accounts were made available for the exercise of public rights from Monday 13<sup>th</sup> June 2022 and will be available until at least Friday 22<sup>nd</sup> July 2022.

2022/067.1.2 Financial Transactions for Approval

<b>List of payments for authorisation in May</b>	<b>Amount</b>	<b>Method</b>	<b>Reason</b>	<b>Period</b>	<b>Nos</b>
Kent Association of Local Council	0.4				
		Cash			
Jubilee event	2000	Withdrawal			
FM Uncle	317.19	on-line			
Castle Water	380.67	DD	Invoice	April	7195858 44220-
it'seeze	54	DD	Invoice	May	414553
Record	261		Invoice		247C679
Rentokil (Initial)	84.24	DD	Invoice		34295688
Bilting Farm storage	46	on-line	Invoice		19286
O.W.L. Village Hall	40	on-line	Invoice		2022-11
Bourne to Garden	390	on-line	Invoice	May	8971
Victory cleaning	594.05	on-line	Invoice	May	01/1066
Best in Tents	1077.6	on-line	Invoice		6065
Clerk Salary	1250.33		Payslip		
HMRC	584.51		Payslip		
Scribe accounts	345.6		Invoice		2961
Clerk Expenses	79.33		Expenses		
A.J. Kilbee	75		Internal Audit		
Viking	5.59		Invoice		8166752

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2022/067.1.3 To consider the purchase of a mobile telephone for the use of the clerk.  
Proposed, seconded, and approved unanimously

2022/067.1.4 To consider the purchase of a laminator for the use of the Parish Council.  
Proposed, seconded, and approved unanimously

**2022/067.2 Planning**

Planning applications			
Case	Location	Description	Ashford Borough Decision
<b>Granted</b>			
<a href="#"><u>22/00776/AS</u></a>	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)	Discharge of condition regarding groundwater contamination. It is evident that the applicant is being asked to supply a number of reports.
<a href="#"><u>22/00519/AS</u></a>	Harvest House, Branch Road, Chilham, Canterbury, CT4 8DR	Demolition of existing lean-to and conservatory. Material changes to the existing house; new windows and external doors, new tile hanging and removal of a redundant chimney stack.	Permit
<a href="#"><u>21/01554/AS</u></a>	Chilham Water Mill, Ashford Road, Chilham, Canterbury, Kent, CT4 8EE	Revision to listed building consent 17/01695/AS (Listed building consent conversion including internal and external alterations to pump house and part of existing mill, including creation of raised terrace and new mezzanine floor to pump house, removal of external staircase, new windows, removal of openings, to form two new dwellings) to alter internal layout of the alternator building	Grant Consent
<a href="#"><u>21/00577/AS</u></a>	Church Hill		Permitted. A very disappointing outcome when CPC comments were unheeded and the agent when addressing the committee expressed the view that mostly CPC were in agreement with the application! CPC requests and comments were completely ignored.

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22/00358/AS	Proposed Telecommunications mast grass verge opposite Bagham Cottage, Maidstone Road, Chilham, Kent	Proposed NTQ telecommunications installation: Proposed 20m High EE/H3G Phase 7 street works pole on root foundation c/w wraparound cabinet at base and associated ancillary works. NTQ telecommunications installation	Prior Approval Not Required
<b>Dismissed</b>			
	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	Refuse Consent
<b>New applications</b>			
22/00776/AS	Pond Cottage, Selling Road, Chilham, Canterbury, Kent, CT4 8BD	Proposed replacement Garage / Workshop outbuilding and retaining wall	1 The proposal is quite large (Est It would be approximately double the footprint of the existing building) 2 The height (4150m) also appears to be double that of the existing building, although that could not be verified from the drawing. The application is silent on the possibility of a first floor in the building. Whilst it would be very large and it in the AONB and set well forward of the house, it is a replacement building and we do not recommend CPC object to it.
<u>18/00120/CONB/AS</u>	Tudor Lodge Antiques, The Square, Chilham, Canterbury, CT4 8BY	Proposed change of use for first floor residential dwelling into wine tasting venue. Minor internal alterations to ground and first floor to facilitate shop and wine bar.	

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<u>22/00652/AS</u>	Tudor Lodge Antiques, The Square, Chilham, Canterbury, CT4 8BY	Revised scheme to previous application 21/00136/AS - Works of conversion to facilitate proposed change of use for first floor residential dwelling into wine tasting venue and further alterations to ground and first floor to facilitate shop and wine bar.	CPC do have some concerns, especially where there are inconsistencies between the drawings and the acoustics report. 1. The acoustics report states that the rear access should not be used. The applicant still seems to want this retained. 2. Outdoor seating removed is to be welcomed. 3. The report states that the existing lobby arrangement with 2 doors should be retained, which would be helpful in keeping the noise contained. However, the drawings show the inner door and frame removed and replaced with a curtain rail. The existing lobby arrangement with 2 doors should be retained. If ABC are minded to permit, this application, CPC would like conditions to strengthen the items raised above and also on keeping windows shut considered. Mindful that smokers will want to go outside to smoke and that should not be in the area at the rear of the premises. CPC would request that timings for special events to be included with the applicant to provide great clarity.
<u>22/00653/AS</u>	Kent Vale, Canterbury Road, Chilham, Canterbury, Kent, CT4 8AG	Two storey detached ancillary accommodation	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.
22/00865/AS	Land at Chilham Downs east of, Ashford Road, Chilham, Kent	Felling of Trees	PWG would have recommended that trees felled should be replaced by appropriate native species

**2022/067.3 Events & Communications**

2022/067.3.1 To receive a report from the Working Group on the Jubilee Celebrations  
 Jubilee celebrations went well, all the volunteers deserve our thanks for the help they provided.  
 Beacon broadcast was a success going worldwide on the internet, Congratulations to everyone involved

2022/067.3.2 To discuss a proposal to designate any unused Chilham Parish Council grant funding for the Jubilee celebrations for a Fayre in May 2022  
 Propose, seconded agreed to designate any unused CPC funds for a May fayre.

**2022/067.4 Environment & Open Spaces**

2022/067.4.1 To receive a report from the Working Group  
 No report

2022/067.4.2 To discuss proposed tenders for the clearance of hedging and undergrowth on land owned by Chilham Parish Council adjacent to No.17 Cherry Orchard, O.W.L.  
 CPC received three quotes for the work. Proposed, seconded, and agreed to accept bid from Capability Grey.

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2022/068

**Policy: Use of Section 106/Community Infrastructure Levy funding**

To discuss and agree a policy on the use of Section 106/Community Infrastructure Levy funding within the parish of Chilham.

Chilham Parish Council S106/CIL policy

Chilham Parish Council are acutely aware that for several years S106/CIL monies from developments have been allocated to open spaces. However, the parish has other needs and requests for increased road safety and other community needs have gone unheeded and neglected in planning submissions, e.g., Harvest House.

Chilham Parish Council for the future will require that S106/CIL monies on developments in the parish shall be placed in a community fund to be administered by the parish council, such that the monies can be allocated to community organisations and institutions and road safety to meet community needs as required.

S106 monies shall be negotiated as appropriate to the development and deposited into the community fund. In the case of large solar installations CPC will require that a fee of at least 1p per KWH generated shall be paid into the S106/CIL community fund.

This is in line with the Policy of democracy and localism Act.

Proposed, seconded, and agreed unanimously

2022/069

**Motion on the improving the accessibility of Parish Council meetings for residents, in particular, people living with disabilities.**

Chilham Parish Council believe:

\* that all residents of the parish have the right to attend Parish Council meetings. The Council alternate the location of meetings between Chilham and Old Wives Lees to make meetings accessible to residents, a suitable location is unavailable to hold meetings in Shottendon.

\* the lack of public transport connections between the villages within the parish disadvantages some resident's ability to attend council meetings

\* the cost and access to support for people living with disabilities deprives some residents of the ability to fully engage with the Parish Council.

Chilham Parish Council note:

\* the Councils responsibility to ensure people with disabilities are not disadvantaged due to their disability

\* that video conferencing platforms with live transcription software enable people living with disabilities to fully participate in office-based roles either from home or in the office

\* that as a result of the Covid-19 pandemic the public are familiar and widely use video conferencing platforms for their work and social lives.

Chilham Parish Council resolve to write to Ashford Borough Council (ABC) requesting:

\* ABC consults with Parish Councils, Disability support groups and charities, on how people living with disabilities can be supported to attend Parish Council meetings or become Councillors

\* that ABC write to the Government requesting an urgent review of the conduct of local Government under the Equality Act 2010 as the Parish Council believe that the inability for the Council to enable Councillors to attend meetings virtually using teleconferencing facilities discriminates against people living with disabilities.

Proposed, seconded and Agreed Unanimously

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**2022/070**      **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**  
The clerk has contacted Southern Gas Networks requesting an onsite meeting. No response has been received.

**2022/071**      **Correspondence**  
List of items received during the period 2nd May 2022 – 1<sup>st</sup> June 2022

<b>Item</b>	<b>Date</b>
Briefing Notes for Parishes - Mill View anniversary	05/05/2022
NHW Message - Ashford Criminal Damage	05/05/2022
Ashford crimes - 5th May	05/05/2022
Great Big Green Week - 24th September - 2nd October 2022	06/05/2022
SLCC News Bulletin - 6 May 2022	06/05/2022
NALC CHIEF EXECUTIVE'S BULLETIN	06/05/2022
KCC social media for Mental Health Awareness Week	06/05/2022
KALC NEWS APRIL 2022	09/05/2022
latest from the Fraud Office	09/05/2022
Ashford crime - 10th May	10/05/2022
Briefing Notes for Parishes - Helping our Ukrainian visitors	12/05/2022
NHW Message - National Trading Standards Newsletter 2022	12/05/2022
Leader's briefing - Higher Education Bursary and Work Placement Scheme 2022	11/05/2022
NALC CHIEF EXECUTIVE'S BULLETIN	13/05/2022
Briefing Notes for Parishes - The Ashford Tree Trail free craft workshops	16/05/2022
RE: Briefing Notes for Parishes - Ashford Rotary Club community shelter at Conningbrook Lakes	17/05/2022
Re: Ashford Community Governance Review	18/05/2022
Kent Connect to Support - supporting people to live well in Kent	18/05/2022
Briefing Notes for Parishes	18/05/2022
Kent Homeless Connect – Public Consultation Invitation	20/05/2022
News Bulletin - 20 May 2022	20/05/2022
NALC CHIEF EXECUTIVE'S BULLETIN	20/05/2022
Kent Connect to Support - supporting people to live well in Kent	23/05/2022
Briefing Notes for Parishes - Time to shine - Summer AFY on its way	25/05/2022

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NALC CHIEF EXECUTIVE'S BULLETIN	25/05/2022
Rural Housing Week - Flyer	26/05/2022
SEE Newsletter - May 2022	27/05/2022
NALC CHIEF EXECUTIVE'S BULLETIN	27/05/2022
Briefing Notes for Parishes - Mersham waste offences	30/05/2022
Briefing Notes for Parishes - a Summer of street art for our young residents	31/05/2022

**2022/072 Matters for Further Discussion**

Chair requested the clerk to review whether a contact list for residents is available on the Chilham Parish Council laptop

Chair requested that the clerk and Councillor Dixon advertise the notice of CPC meetings plus agenda and minutes via the COC website and social media.

**2022/073 Date and Time of Next Meeting**

To confirm the next Meeting of the Parish Council will be held on 14 July 2022 at 7.00 pm in Chilham Village Hall

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