



Clerk to the Council, Mr P. Coles, c/o 3 The Square, Chartham, Kent, CT4 7JG
Tel:, Email: clerk@chilhamparishcouncil.gov.uk, Website: www.chilhamparishcouncil.gov.uk
Twitter: @ParishChilham

Minute of the Extraordinary meeting of the Parish Council held on Thursday 15th June 2023 at 7.00pm in Chilham Village Hall

Councillors Present: G. Schofield (Chair), K. Uncle (Deputy Chair), S. Barrett, A. Watkins, S.T. Dixon, V Hutchinson, A. Webb & C. Topley

Also Present: P. Coles (Clerk to the Council), and three members of the public.

Councillor Apologies: Councillor G. Meaden

Councillor Absentee: Not applicable

AGENDA

- Item**
- 2023/081 Apologies for Absence**
Councillor G. Meaden
- 2023/082 Declarations of Interests And / Or Lobbying**
- 2023/083 Minutes**
- 2023/083.1** To receive and approve the minutes of the meeting held on 1st June 2023.
Item 2023/077.2.1- Councillor A Watkins agreed to join Planning Working Group not Councillor S. Barrett. Subject to this change to the Minutes: **Agreed**
- 2023/083.2** To receive an update on any matters arising not included in the agenda.
- 2023/084 Questions from Residents**
The Parish Clerk telephone number published in the Parish magazine is incorrect and needs to be removed. The number is also published on the website. This was noted and will be corrected.
- The clerk received the following comment regarding Legionella.
Legionella bacteria thrives at blood temperature in aerated water such as cooling water towers.
At temperatures <20 degree C or above =>45 degrees bacteria is inactive /killed even if it is present and cannot transmit legionella disease and is deemed safe to humans with respiratory conditions.
THT do not have input aeration ability devices, so it is operating in a safe environment for humans.
Cold water enters at <20 degree C and for water is held at =>60 degree C where Legionella cannot survive.
It was noted that the comment included a link recommending regular cleaning and use of disinfectant. **Agreed:** to seek advice from Insurers before the date for the next water testing. It was noted that a risk assessment would need to be put in place before the change with recommendations on inspecting the regular cleaning of the toilets. This is to ensure that if there

was a claim there is evidence that there was active management of the toilets to reduce the risk of Legionella.

Resident brought to the attention of the Parish Council work being undertaken at Maslow Court on the A28. Councillors **Agreed** to investigate.

2023/085

To confirm the Parish Councils annual accounts.

The clerk presented the outcome of the internal audit. The Internal Auditor has signed the Annual Independent report for 2022/23

The clerk presented the completed Annual Government statement **Agreed:** For the Chair and Clerk to sign.

The clerk presented the Accounting Statement for 2022/23 **Agreed:** For the Chair and Clerk to sign.

Clerk to complete the variance report and submit the annual accounts paperwork to the external auditor.

2023/086

**Confidentiality Policy for COSY
Deferred**

2023/087

Matters for Further Discussion

PA/2023/0878 Decision: Chilham Parish Council object to this application as the Parish Council believe that access to the proposed Garage is via a narrow lane connected to Bowerland Lane. This is only suitable for cars and not larger vehicles. A detached double garage would provide space for large vehicles to be parked. The Council are also concerned that pedestrians using this lane would be at risk of serious injury if larger vehicles were encouraged to use the lane to access the garage.

PA/2023/1098-Clerk received this application on the afternoon of the 15th of June. Clerk suggested writing to Ashford Borough Council to request an extension to the period for comments. **Agreed,**

2023/088

Meeting Closed

2023/089

Closed Session

Item of a confidential nature to be discussed.

2023/090

Date and Time of Next Meeting

To confirm the Annual Parish Meeting and the next meeting of the Parish Council will be held on 13th July 2023 at 7.00 pm in Chilham Village Hall