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Minutes of the full Council meeting held on Thursday 2nd February 2023 at 7.00pm in Old Wives Lees Village Hall

Councillors Present: G. Schofield (Chair), K. Uncle (KU) (Deputy Chair), J. Marriott , D. Marriott, Shanise Barrett , Anastasia Watkins, S.T.Dixon & G Meaden

Also Present: P. Coles (PC) (Clerk to the Council), and one member of the public.

Councillor Apologies: Councillor G Taylor

Councillor Absentee: Not applicable

AGENDA

- | Item | |
|----------|---|
| 2023/013 | Apologies for Absence
Councillor G Taylor |
| 2023/014 | Declarations of Interests And / Or Lobbying
The Chilham Parish Council Youth Club Working Group declared a donation of two bags of compost and pots Badgers Hill Farm New Cut Road, Chilham CT4 8BW |
| 2023/015 | Minutes
2023/015.1 To receive and approve the minutes of the meeting held on 5 January 2023
Agreed
2023/015.2 To receive an update on any matters arising not included in the agenda.
Following a review of the quote from Meter for the automatic water meter it was identified that Castle Water as the supplier are the organisation that, in law, authorises sub-contractors to work on the supply network. Agreed to accept quote for the new meter. |
| 2023/016 | Questions from Residents
Discussion on the use of the Phone Box at Old Wives Lees. The meeting was informed that the Council will be using the Phone Box as a swap shop for items such as plants, seeds etc. No follow up on the Parish Councils letter to the Repair shop for the damaged hand. Agreed to seek quotes for the repair of the hand. |
| 2023/017 | Borough Councillors, Policing:
To receive reports from Borough Councillors and Police representatives
Ward Member's Report – February 2023 (Geoff Meaden)

The Ward member reported the very difficult situation that Kent County Council are in with respect to potholes. We have all seen how the winter weather has added severely to the situation already experienced in respect to potholes. A KCC Council Member has informed me that the situation is highly unlikely to improve for at least a year owing to the major lack of funding for necessary pothole remediation. |

I have now accounted for about 70% of my annual Members Grants - money available to assist local good causes. If the Parish knows of further worthy causes can I please have these in the next three weeks.

The Planning Department at ABC is continuing to face enormous pressures (and planning is one of the major duties performed by the Council). In an effort to overcome the planning backlog they are repeating the "lock-in" session of last year whereby all ABC planners are cut off from emails, phones, mobile devices, etc for a whole week and they are hoping to get their backlog down by 150 extra plans. I do hope that this does not affect the quality of outcomes. It was good to see the large support given this morning (04/02/2023) to the OWL Big Breakfast. And the turnout for the Quiz held last week in the OWL village Hall was very encouraging (even if my Geography was not up to scratch!!!).

- 2023/018 Chilham Highway Improvement Plan**
The proposed Highways Improvement plan for the Parish was **Agreed**. (See appendix 3)
- 2023/019 Resolution to appoint new signatories for Chilham Parish Council National Savings and Investment account.**
The Parish Councillors resolved to appoint the following Councillors as signatories to the Parish Council's National Savings and Investment Account:
Councillor G. Schofield
Councillor K. Uncle
Councillor D. Marriott
- 2023/020 Review recommendations of the Communications working group for a new provider for the Parish Council website**
The Parish Council received the recommendations from the Communications and Information technology working group for their preferred suppliers. **Agreed**.
Councillors agreed that the Parish Council clerk should carry out further investigation on behalf of the Council. When completed the clerk should bring a recommendation for the preferred supplier to a Parish Council meeting.
- 2023/021 To discuss the initial plans for celebrating the coronation of the King**
Working group established.
The next meeting of the working group will be 16th February at 7:30 Chilham Village Hall.
Councillors suggested that the working group should consider limiting the number of bands to two with at least one choir. They also suggested an emphasis should be on the use of local performers.
- 2023/022 Safeguarding Children Policy**
The safeguarding policy was **Agreed**.
- 2023/023 Working Groups**
To receive reports
- 2023/032.1 Finance & General Purposes:**
2023/023.1.1 Financial Transactions for Approval-Appendix 1 refers
Noted
- 2023/023.2 Planning**
2023/023.2.1 Planning Applications
Planning Application: PA/2022/2902
Methodist Church, Selling Road, Chilham, CT4 8BH
Proposal: Change of use and works of conversion of an existing building from a Methodist chapel to a dwelling including a proposed first floor, conservatory area, external brick wall, and off-road parking area
Agreed: No objection. Comment to be added that the Parish Council consider this to be one building.

Planning Application: PA/2023/0147(received 31/03/2023)

Sunnyside Farm, Shalmsford Road, Chilham, CT4 8BS

Proposal: Demolition of existing dwelling and construction of new dwelling and detached garage

Agreed: No objection. Comment that the Parish Council consider this to be a large building.

2023/023.2.2 Planning Decisions

No decision received.

2023/023.3 Communications and Information technology

2023/023.3.1 To receive a report from the Working Group on Communications

Draft of Parish Council Magazine ready to be distributed.

2023/023.4 Events

2023/023.4.1 To receive a report from the Working Group on Events

The clerk to investigate obtaining a license for a raffle.

2023/023.5 Environment & Open Spaces

2023/023.5.1 To receive a report from the Working Group

The play equipment should be repaired week commencing 06/02/2023.

2023/023.6 Chilham Parish Youth Club

2023/023.6.1 To receive a report from the Working Group

Play equipment has been received.

£81 of Subscriptions and £41 from Tuck shop received from the working group

2023/023.7 Chilham Square

2023/023.7.1 To receive a report of the Working Group

No report

2023/024 Correspondence

List of items received during the period 1st January 2023 – 31st January 2023, (Appendix 2)

2023/025 Matters for Further Discussion

Re: QT-58074 Chilham Public Conveniences Record UK. Clerk to investigate further.

Premises license for the Tudor Peacock.

The Councillors noted under section M of the application that the business will be run as a restaurant. The applicant proposes modest opening hours with restrictions on access to the basement and first floor. Access by appointment to these two areas.

The Council noted that the applicant proposes to be licensed for the supply of alcohol between the hours of 10am and 7 pm at night seven days a week. Clerk to contact the licensing officer.

The Councillors considered email from BAM contractors for the Selling Tunnel works. **Agreed** to suggest replacement of three benches one Latin field and replacement of seats on the village green near the children's play area. Plus rotavating and sowing grass in the recently cleared corner.

Noted the water inspection of Taylors Hill Toilets.

2023/026 Date and Time of Next Meeting

To confirm the next Meeting of the Parish Council will be held on 02 March 2023 at 7.00 pm in Chilham Village Hall

Appendix 1

Transaction Date	Transaction Description	Debit Amount	Credit Amount
30/01/2023	RECORD	261	
30/01/2023	P E COLES Salary	917.7	

30/01/2023	NEST	28.26	
20/01/2023	VICTORY CLEANING	652.35	
18/01/2023	VIKING		652.35
18/01/2023	BILTING FARM SELF Storage	46	
18/01/2023	VIKING	652.35	
18/01/2023	P E COLES EXPENSES	66.43	
16/01/2023	SPOTON.NET LTD	64.8	
05/01/2023	KENT COMMERC SERV Electricity	154.62	

Appendix 2

Correspondence by email

	Date
Introduction to PARISH.UK Network	04/01/2023
GALLAGHER INSURANCE - CORONATION EVENTS	05/01/2023
Briefing Notes for Parishes - Stagecoach fares and Ashford Museum Conservation Annex officially opens	05/01/2023
January Events at KALC	06/01/2023
M20 Moveable Barrier: project update	06/01/2023
KCC PUBLIC HEALTH MEDIA RELEASE: 'New Year, new you, with 'One You Kent' support'	10/01/2023
Results of five-year land management trial published South East water	11/01/2022
Briefing Notes for Parishes - Experience Ashford and Tenterden release new tourism video and Housing Advisers funding success.	11/01/2022
Becoming a Local Councillor - Encouraging your Community to Join in	13/01/2023
KALC NEWS - JANUARY 2023	16/01/2023
Introduction to PARISH.UK Network	16/01/2023
Greater Ashford Borough Environment and Land Mapping Commission's Final Report	17/01/2023
Briefing Notes for Parishes - New waste and recycling contract awarded	17/01/2023
FW: Getting Through: Making the most of Partnerships and Resources in the Cost-of-Living Crisis	17/01/2023
Briefing Notes for Parishes - Housing register suspension	18/01/2023
Briefing Notes for Parishes - Ashford Borough Council marks Holocaust Memorial Day	19/01/2023
Briefing Notes for Parishes - New play area now open at Rylands Road Open Space Bockhanger	20/01/2023
NALC CHIEF EXECUTIVE'S BULLETIN	23/01/2023
Briefing Notes for Parishes - Photo ID at polling stations and Latest support schemes for residents January 20	25/01/2023
Temporary Road Closure - A28 Canterbury Road, Godmersham - 20th March 2023 (Ashford District)	26/01/2023
RE: Planning Application PA/2022/2125	30/01/2023
Becoming a Councillor email and flyers	30/01/2023
EV Charging Points	30/01/2023

Appendix 3

Priority	Location	Problem & Potential solution	Action/Programme Who/When	Cost estimate	Funding source	KCC comments
1.	A28 and A252, and also the junction of the roads.	There are no safe crossings for pedestrians to cross safely, either to	Installation of traffic lights with pedestrian crossings on both roads	£	Kent County Council (KCC)	

		<p>take their children to Chilham School, St Mary's Church or Chilham Sports Centre, or to cross the A252 from Old Wives Lees</p> <p>Traffic lights at junction with pedestrian crossings.</p>	and the junction of the roads.			
2.	The Square, Chilham	<p>Chilham Square has/is still being used as a car park even though Taylors Hill car park is often empty. Some days the car park is so full people park without giving thought that emergency vehicles would not be able to get through. People don't seem to want to walk the short walk up the hill from the car park. Also, there are only 2 benches for visitors to sit.</p> <p>We would like to see a seating area in the middle of the square, made up of wooden planters and benches, which would cut down the area in which cars can park, with perhaps a number of disabled parking bays. The seating could surround a hole for the erection of the Christmas tree which is an important part of village life. Also restricting parking at the entrance into the square from the 3 roads leading into the square.</p>	KCC to meeting with Chilham Parish Councillors to discuss this at The Square. This would be a simple answer to making this lovely square something other than a car park. We are eager to get this item if possible before the Coronation, as this would benefit the residents and visitors.	£	Joint funding KCC and Chilham Parish Council.	

3.	Chilham, Old Wives Lees and Shottenden villages.	Speeding. 20 MPH speed limit village gate signs on the roads leading into the 3 villages.	Location of roads to be discussed, and location of the gate signs.	£	KCC and Chilham Parish Council	