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## Minutes of the Parish Council held on Thursday 4<sup>th</sup> January 2024 at 7.00pm in Old Wives Lees Village Hall

**Councillors Present:** G. Schofield (Chair), K. Uncle (Deputy Chair), G. Meaden, S. Barrett, A. Watkins, V. Hutchinson, A. Webb, G. Taylor & K. Jeffries

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

**Councillor Apologies:** K. Jeffries

**Councillor Absentee:** N/A

### AGENDA

- | Item       |   |
|------------|---|
| 2024/001   | <b>Apologies for Absence</b><br>Councillor K. Jeffries appointment  |
| 2024/002   | <b>Declarations of Interests And / Or Lobbying</b><br>None declared.  |
| 2024/003   | <b>Chairs opening remarks.</b><br>As Chair of Chilham Parish Council, I would like to welcome you to the first parish council meeting of 2024.<br><br>During 2023 the parish council has been working on quite a few projects on behalf of the parish, and these will be covered in detail in the reports from the working groups.<br><br>I would like to thank Jane and Doug Marriott for their service to the parish council over the years, and to all the members of the current parish council who work together by bringing their skills, time and commitment for the good of Chilham Parish.<br><br>I would like to wish you all a Happy and Healthy New Year. |
| 2024/004   | <b>Minutes of the meeting of the Parish Council</b>   |
| 2024/004.1 | To receive and approve the minutes of the meeting held on 7 <sup>th</sup> December 2023.<br><b>Approved</b>   |
| 2024/004.2 | To receive an update on any matters arising not included in the agenda.   |
| 2024/005   | <b>Questions from Residents</b><br><br><b>Shottenden</b><br>Residents would appreciate the support of the Parish Council to address flooding on Shottenden Rd near Nut Trees which can be very deep, totally impassable almost like a ford in a river.  |

Residents have also witnessed a delivery lorry skidding without control after braking which could have caused serious injury to any pedestrians due to damp mud on the road.

A resident reported that 1 Post office Row, Soleshill Road, has placed very large boulders on a grass verge outside of their front gate, restricting parking. There are no warning signs or lights to warn drivers of the hazard and the resident is concerned there will be an accident in the lane, or a car attempting to park or pass there will be damaged. The placing of the boulders has also now restricted parking for others on a public road.

**Action:** The Council agreed to contact Kent Highways regarding the flooding and the boulders.

Resident raised a follow up question on whether the Parish Council had confirmed whether planning is required for the gates at Mabel's Wood and the Bothy with access to A252. The Bothy had applied for planning and this was turned down.

Councillor G. Taylor confirmed he is owner of Mabel's Wood. He confirmed that the gate is for maintenance and emergency access only and will not be used for vehicular access. The clerk confirmed he would investigate.

**2024/006**

**Borough Councillors, Policing:  
Borough Councillor's report**

I have received no reply to my letter to the company responsible for the Mobile telephone masts close to the junction of the A28/A252.

Funding still available from my members grant.

Ashford Borough Council (ABC) no meetings over the festive period.

No feedback received on dogs barking on Lower Lees.

Dog Fouling, the CPC Chair commented that this is an enforceable matter and should be raised with Ashford using the email address: [canine.officers@ashford.gov.uk](mailto:canine.officers@ashford.gov.uk)

**2024/007**

**To discuss replacing the children's play equipment on Old Wives Lees Green**

Amenities committee seeking three quotes for equipment.

Once received clerk will submit an application to ABC Community Amenities fund.

**2024/008**

**To discuss the Parish Council phone box at Old Wives Lees**

Water damage to units in the phone box. Councillor A. Webb will carry out a temporary repair to the phone box windowpanes. The shelving units will need to be repaired/replaced.

**2024/009**

**Update on the Gas Governor at Cherry Trees Old Wives Lees**

The clerk has received papers from our solicitors to review.

**2024/010**

**Working Groups**

2024/010.1

To receive update

**2024/010.2**

**Finance & General Purposes:**

2024/010.2.1

Financial Transactions for Approval-Appendix 1 refers.

Financial transactions includes reason for expenditure as requested.

**2024/010.3**

**Planning**

2024/010.3.1

**Planning Applications**

**Case Reference:** PA/2023/2309

**Location:** Soles Hill Farm, Pickers Cottage, Soleshill Road, Chilham, CT4 8JZ

**Proposal:** Lawful Development Certificate - Existing - conversion of an agricultural building to a residential dwelling

**Decision:** It has been brought to the attention of the Council that that the applicant has submitted the application using another residents address without their permission. The Council will therefore request this application is called in as this is not the first time that the applicant has submitted applications using another residents address without their permission.

### **2024/010.3.2 Tree Orders**

None received.

### **2024/010.3.3 Planning Decisions**

None received

### **2024/010.4 Communications and Information technology**

2024/010.4.1 To receive a report from the Working Group on Communications Newsletter to be prepared after tonight's meeting.

2024/010.4.2 To receive an update on the Parish Council website.  
Email addresses ready to be transferred to NetWise.  
New website almost ready to go. Minutes from tonight's meeting will be placed on Facebook until website is accessible to the public.  
Policies will need to be reviewed when the website goes live.

### **2024/010.5.1 Events**

2024/010.5.1 To receive a report from the Working Group on Events  
Christmas event not as successful as hoped.  
Events working group to meet with Chair and Clerk on Wednesday 10<sup>th</sup> January.

### **2024/010.6 Environment & Open Spaces**

2024/010.6.1 To receive a report from the Working Group  
Draft Environment policy ready to come to Council.

### **2024/010.7 Amenities**

2024/010.7 To receive a report from the Working Group  
Councillor K. Uncle photographing all the Council's assets and will provide a report to Councillors.  
Agreed: Old Wives Lees noticeboard to be replaced.

### **2024/010.8 Physical buildings**

2024/010.8 To receive a report from the Working Group  
Councillor K. Uncle meeting the area manager for Victory cleaning on the 14<sup>th</sup> January 2024

### **2023/010.9 Chilham Parish Youth Club**

2023/010.9.1 To receive a report from the Working Group  
Anniversary of COSY. Organised a celebration event in Wincheap, Canterbury.

### **2023/010.10 Chilham Square**

2023/010.10.1 To receive a report of the Working Group  
Road surface in the Square inspected by Kent Highways and will not be resurfaced.  
The Peacock has been inspected by Ashford Borough Council and deemed not to be dangerous. No further action required.  
A survey for marking out parking bays in the square is being arranged with the cooperation of Kent Highways, and a grant towards the cost from Councillor Clair Bell has been agreed.

### **2023/011 Correspondence**

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

### **2023/012 Matters for Further Discussion**

Discuss the Highways Improvement Plan at next meeting.  
To raise community warm hub with Old Wives Lees Village Hall Committee  
Neighbourhood Watch-to share fraud alerts with Parish magazine for publication.

### **2023/013 Date and Time of Next Meeting**

To confirm the next meeting of the Parish Council will be held on 1st February 2024 at 7.00 pm in Old Wives Lees Village Hall

## Appendix 1

Date	Transaction Description	Debit Amount	Credit Amount	Reason
22/12/2023	NEST	70.44		Clerk Pension
20/12/2023	P E COLES SALARY	973.55		Clerk Salary
18/12/2023	MRS G SCHOFIELD EXPENSES	110		Wreath & Voucher
18/12/2023	MRS SHANISE BARRET	394.57		Christmas event & COSY
15/12/2023	ICO	35		Information Commissioners Officer
14/12/2023	SPOTON.NET LTD	61.2		Website
14/12/2023	B.ONLINE LTD	13.14		Parish phone number
11/12/2023	BILTING FARM SELF	46		Storage
11/12/2023	MRS SHANISE BARRET	486.55		Christmas meal
04/12/2023	OLD WIVES LEES VIL	210		Village Hall booking
04/12/2023	MR S FEWINS	1245		Removal of Trees
04/12/2023	VICTORY CLEANING	667.46		Cleaning toilets
04/12/2023	BOURNE TO GARDEN	390		Ground Maintenance
04/12/2023	CHILHAM PARISH REC	48		COSY

## Appendix 2

Correspondence December 2023	Date
KALC NEWS AND TRAINING 2023/2024	05/12/2023
Agenda for Planning Committee, Wednesday, 13th December	05/12/2023
Made in Kent Food & Drink Awards 2024	11/12/2023
Christmas card from leader & Chief Exec of ABC	12/12/2023
Chief Executive's Briefing - HUG2 Grants Launched	13/12/2023
Chief Executive's Briefing - Help for the homeless and rough sleepers	15/12/2023
Chief Executive's Briefing - Household waste collections over the festive period	18/12/2023
Chief Executive's Briefing - Rural England Prosperity Fund grants now available	19/12/2023
KENT POLICE RURAL MATTERS	20/12/2023
Re: KALC Ashford: Agenda for meeting 01/11/23	20/12/2023
Upcoming training sessions with Community Prepared	20/12/2023
Chief Executive's Briefing - Ashford Warm Spaces announced	21/12/2023