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Minutes of the Parish Council held on Thursday 7th 2024 at 7.00pm in Old Wives Lees Village Hall

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

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

Councillor Apologies: G. Meaden, G. Taylor & K. Jeffries

Councillor Absentee: N/A

AGENDA

Item

2024/028 Apologies for Absence:
Councillors: G. Meaden, G. Taylor & K. Jeffries, all for personal reasons

2024/029 Declarations of Interests And / Or Lobbying
Councillors S. Barrett & A Watkins item 2024/035 Quotes for work.

2024/030 Chairs opening remarks.
I would like to remind everyone tonight we will not be taking questions on the woodlands on the A252 between Taylors Hill and Church Hill. The planting of trees is being monitored by Phil Cook and are due to be completed by the end of the month.

I would also like to remind everyone that the public are allowed to ask a question during the time the Parish Council has provided. One question means one question and not a series of questions. Please keep this in mind as we will only be taking one question from members of the public. If you want to raise a further question a request must be made to me and I will decide whether to allow.

At the last meeting the validity of the minutes produced by the clerk were challenged. Parish Councillors confirmed the minutes were correct. The draft minutes were published prior to the meeting and the clerk did not receive any correspondence questioning their validity.

I feel the need to confirm that discussions on the accuracy of minutes is restricted to Parish Councillors only. Questions on the accuracy of the minutes can be raised prior to the meeting in correspondence to the clerk.

2024/031 Minutes of the meeting of the Parish Council

These minutes are not verbatim, but a summary of discussions and decisions made at the meeting

Signed: Chairman **Date:** 04/04/2024

- 2024/031.1 To receive and approve the minutes of the meeting held on Thursday 1st February 2024.
Decision: Councillors approved the minutes
- 2024/031.2 To receive an update on any matters arising not included in the agenda.
No matters arising that are not included on the agenda.

2024/032 Questions from Residents
No questions raised.

2024/033 Borough Councillors, Policing:
No reports received.

2024/034 Highways Improvement Plan
The Parish Council’s Highways Improvement plan has not been updated since January 2023
Councillor A. Webb will be leading on the Highways Improvement Plan.
Areas to add state of the highway in Shottenden including potholes and flooding.
Junction on Bowerland Lane/A28 junction overgrown hedges restricting view, use of mirror to improve safety.
Bowerland lane to become one way from the A28 to Pilgrims Lane, vehicles will not be able to join the A28 from Bowerland Lane.
The speed limit on the A28 to be reduced from 50 miles an hour to 40 miles an hour from Shalmsford Road to the A28/A252 junction.

2024/035 Quotes for work at Old Wives Lees
Councillors discussed the quote for trimming up trees and bushes and clearing of ground around between Old Wives Lees car park and the play area on the village green.
Decision: Clerk to request a new quote for the removal of low and overhanging branches from the trees, bushes and the cutting of Ivy at the base of trees.

Councillors discussed the quote for planting of 2 trees
Decision: Councillors accepted the quote.

2024/036 Working Groups
2024/036.1 To receive update

2024/036.2 Finance & General Purposes:
2024/036.2.1 Financial Transactions for Approval-Appendix 1 refers.
Decision: Councillors noted and agreed

2024/036.3 Planning
2024/036.3.1 **Planning Applications**

- Case Reference:** PA/2024/0152
- Location:** Cutlers Farmhouse, Maidstone Road, Chilham, Canterbury, Kent CT4 8EU
- Proposal:** Erection of a workshop
- Decision:** No objection
- Case Reference:** NOT/2024/0154
- Location:** Howletts Farm, Soleshill Road, Chilham, CT4 8JU
- Proposal:** Prior notification - installation of 176 photovoltaic solar panels on an existing farm building.
- Decision:** No objection
- Case Reference:** PA/2024/0252
- Location:** Cutlers Farmhouse, Maidstone Road, Chilham, CT4 8EU
- Proposal:** Conversion of the existing barn to an annex to support the main house including a side extension and alterations to the roof.

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Signed: **Chairman** **Date:** 04/04/2024

Decision: No objection
2024/036.3.2 **Tree Orders**

2024/036.3.3 **Planning Decisions**

2024/036.3.4 **Planning Appeals**

Appeal: PA/2023/0043
Proposal: Installation of solar panels on the side aspect of the roof. To increase the height of the fascia on the flat roof so it is the line with the new roof.
Location: Rosecroft, Selling Road, Chilham, Canterbury, Kent, CT4 8BH
Appeal Start Date: 22/02/2024
Appellant: Mr Richard Lickman
Councillors noted.

2024/036.4 **Communications and Information technology**

2024/036.4.1 To receive a report from the Working Group on Communications
Reviewing use of Mailchimp on website to use for the newsletter. Recommend using One drive for the sharing of documents.

Decision: Agreed

2024/036.4.2 To receive an update on the Parish Council website.
Website is performing well.

2024/036.5.1 **Events**

2024/036.5.1 To receive a report from the Working Group on Events
Received a budget request from Councillor G Taylor.
Clerk confirmed that budget for "024/25 includes a £1,000 for events and £1,000 for special projects.
Councillors asked for the events budget sheet to be completed before they can make a decision on Greg's request.
Confirmed that the vouchers for COSY Easter Egg hunt have been distributed.

2024/036.6 **Environment & Open Spaces**

2024/036.6.1 To receive a report from the Working Group
1,000 snowdrops have been planted in Old Wives Lees
Tree overhanging Mulberry Hill-it has been reported.

2024/036.7 **Amenities**

2024/036.7.1 To receive a report from the Working Group
Quotes still being sourced for the play area.
Quote for repairs to the adult gym equipment has been requested from the supplier.

2024/036.8 **Physical buildings**

2024/036.8.1 To receive a report from the Working Group
The cleaner for Taylors Hill Toilets has handed in his notice, last working day on the 26th March.
If needed Toilets will close until the cleaner is replaced.

2023/036.9 **Chilham Parish Youth Club**

2023/036.9.1 To receive a report from the Working Group
Councillors reminded that any cash **must** be banked by 31st March 2024

2023/036.10 **Chilham Square**

2023/036.10.1 To receive a report of the Working Group

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Ashford Borough Council conservation officer to be consulted on use of painted parking bays in the square and the Borough Council make the decision on adding disabled parking bays. Parish Council are commissioning the design for parking bays, if accepted the parish Council will have to pay for the work using Kent County Council contractors. It was noted that the Chilham school used to run a walking bus from Taylors Hill car park.

2023/037 Correspondence

List of items received during the period 1st February 2024 – 29th February 2024, (Appendix Councillors noted

2023/038 Matters for Further Discussion

The Parish Council were informed that the Chilham Futures Development Board were due to meet to consider closing. The Parish Council were asked to appoint representatives to attend a possible meeting on the evening of Friday the 8th March 2024

Decision: Parish Council agreed to appoint Councillors S. Barrett & A. Watkins as observers. Lease of a parcel of land to Southern Gas networks for gas apparatus. **Agreed:** that Councillors G. Schofield and K. Uncle to sign.

2023/039 Date and Time of Next Meeting

To confirm the next meeting of the Parish Council will be held on 4th April 2024 at 7.00 pm in Chilham Village Hall

Appendix 1: Financial Transactions

Transaction Date	Transaction Description	Debit Amount	Reason
28/02/2024	P E COLES	973.55	Clerk Salary
28/02/2024	NETWISE TRAINING	556.8	Website
19/02/2024	NATIONAL PLAYING	180	Old Wives Lees Green registration changes
16/02/2024	BILTING FARM	46	Storage
16/02/2024	MRS SHANISE BARRET	233.85	COSY
16/02/2024	P E COLES	33.4	Clerk expenses
14/02/2024	SPOTON.NET LTD	61.2	Website
14/02/2024	B.ONLINE LTD	13.14	Telephone
06/02/2024	SIGNS OF CHESHIRE	979.8	New noticeboard deposit
06/02/2024	CHILHAM PARISH REC	96	COSY
06/02/2024	VICTORY CLEANING	445.1	Taylors Hill Toilets

Appendix 2: Correspondence

Item	Date
VAWG Crimestoppers Campaign	05/02/2024
We've received your Field Change Request application	05/02/2024
Join us for a focus group	05/02/2024
Training Bulletin (7 February 2024) - Please circulate to Councillors and Officers	08/02/2024
Chief Executive Briefing No6 - Ashford Border Control Post	20/02/2024

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Introducing Food Friends across Ashford	21/02/2024
Cyber Resilience	21/02/2024
FW: Rescue Hoad's Wood – Sign Our Petition Now	21/02/2024
Minutes for Planning Committee, Wednesday, 14th February, 2024, 7.00 pm	22/02/2024
Chief Executive Briefing - New waste & recycling service – keeping members and residents updated	26/02/2024
New course to become a Canterbury city tourist guide	27/02/2024
Age UK Hythe, Lyminge and Ashford Newsletter	27/02/2024
KALC Ashford Area Committee Meeting 7 March 2024 at 7.30pm	28/02/2024
Joint Leader and CEO Briefing - building safety compliance	29/02/2024
Chief Executive Briefing - New waste & recycling service – keeping members and residents updated	29/02/2024

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Signed: Chairman

Date: 04/04/2024