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Minutes of the Parish Council held on Thursday 3rd October 2024 at 7.00pm in Old Wives Lees Village Hall.

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

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

Councillor Apologies: K. Jeffries

Councillor Absentee: N/A

Item

2024/107 Apologies for Absence

Councillor K Jeffries prior engagement, Councillor G Meaden will be arriving at 7:30 pm

2024/108 Declarations of Interests And / Or Lobbying

Councillors G. Schofield & K. Uncle confirmed that they had taken no part in the discussions on the quote for tree maintenance to be discussed under item 2024/117.6.1

2024/109 Chairs opening remarks.

Good evening and welcome to tonight's Chilham Parish Council meeting

The Parish Council meeting on the 5th of September was disrupted when Councillors realised the meeting was being filmed and recorded. The use of a mobile telephone torch caused a disturbance during the meeting.

The filming and recording of Parish Council meetings is permissible under law. The filming and recording of meetings needs to respect the right of the public to anonymity. This is the case even if the person does not intend to publish their film or recording. Therefore, before any filming or recording takes place the Chair needs to be able to announce this to allow any member of the public to leave before any filming or recording takes place. Failure to comply with this may lead to the meeting being suspended.

Whether filming or recording takes place the official record of the meeting is the agreed minutes only.

The Parish Council also received an anonymous letter deliberately wrongly addressed. In light of this I am confirming that the Parish Council does not respond to anonymous correspondence.

We continue to provide an opportunity to raise questions to the Councillors on the agenda. Please remember questions can only be raised when I, as the Chair, indicate that you may raise a question. This does not provide anyone the right to question the Councillors response or to raise questions on another point. I also need to remind everyone that this is an opportunity to raise one question per person only

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

Signed:..... Chairman

Date: 7/11/2024

- 2024/110 Minutes of the meeting of the Parish Council**
 2024/110.1 To receive and approve the minutes of the meeting held on Thursday 5th September 2024.
Decision: Agreed
 2024/110.2 To receive an update on any matters arising not included in the agenda.
No matters arising
- 2024/111 Questions from Residents**
 No questions raised
- 2024/112 Borough Councillors, Policing:**
 No report from the Borough Councillor
- 2024/113 Policy on Filming Parish Council meetings**
Decision: The policy was agreed by Councillors unanimously
- 2024/114 Health and Safety Policy**
Decision: The policy was agreed by Councillors unanimously
- 2024/115 SGN Update**
 Copies of the lease for the parcel of land near Cobbs Hill, Old Wives Lees were received. The lease term is 99 years at a peppercorn rent with a premium payment of £2,000.
Decision: Councillors approved the signing of the lease by the Chair and Deputy Chair of the Council.
- 2024/116 Request for support from We are Beams**
Decision: Councillors agreed to refer We are Beams to the Parish Council grant funding policy on the website. Any agreed grant would be for the benefit of Children in the Parish.
- 2024/117 Working Groups**
 2024/117.1 To receive updates.
- 2024/117.2 Finance & General Purposes:**
 2024/117.2.1 Financial Transactions for Approval-Appendix 1 refers.
 Councillors noted the financial figures
- 2024/117.2.2 Result of Audit
 The external auditor's limited assurance opinion: On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met
- 2024/117.3 Planning**
 2024/117.3.1 **Planning Applications**
- Case Reference: PA/2024/1634**
Location: Ryecroft, Lower Lees Road, Chilham, CT4 8AS
Proposal: Lawful Development Certificate - Existing - Single-Storey rear extension built in 2010 replacing existing conservatory.
Decision: No Objection

Case Reference: PA/2024/1655

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Location: Mulberry House, Mulberry Hill, Chilham, CT4 8AH
Proposal: Single-storey side extension and orangery following the demolition of the existing orangery
Decision: No Objection

Case Reference: PA/2024/1752
Location: Badgers Hill Farm, New Cut Road, Chilham, Ashford, Kent CT4 8BW
Proposal: Replacement of existing cess pit into surface water attenuation tank together with the construction of new foul water treatment plant with associated drainage fields
Decision: The Councillors recommend the application is called in due to the complexity of the supporting documents for the application

2024/117.3.2 **Tree Orders**
None received

2024/117.3.3 **Planning Decisions**
None received

2024/117.3.4 **Planning Appeals**
None received

2024/117.4 Communications and Information technology

2024/117.4.1 To receive a report from the Working Group on Communications
Councillor Tony Webb to investigate the Microsoft license renewal for Councillors laptops. To forward to the clerk for payment

2024/117.4.2 To receive an update on the Parish Council website.
None received

2024/117.5.1 Events

2024/117.5.1 To receive a report from the Working Group on Events
No official celebration for Halloween.
Christmas market provisionally to be held on the 14th December., discussions still going on.
23rd November Old Wives Lees Village Hall holding an event for children in the Parish

2024/117.6 Environment & Open Spaces

2024/117.6.1 To receive a report from the Working Group. Councillors G. Schofield & K. Uncle left the room. Councillors discussed quote from JB Tree and Garden Services for Tree works in Old Wives Lees. Other companies had been approached but no quotes received.
Option1: To Trim both sides and Tops of all hedges on the perimeter with all waste taken away £1,400. **Decision:** Agreed

Option 2: All the trees crown raised from ½ metre so that no issues with people walking under them £780. **Decision:** Agreed

Option 3: Cutting down of tree to ground level and the hedge row cut down to ground level and removal of dead tree by Car Park, £780 and £125 to grind the tree stump out. **Decision:** Agreed

2024/117.7 Amenities

2024/117.7.1 To receive a report from the Working Group
Discussed previously

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2024/117.8 Physical buildings

2024/117.8.1 To receive a report from the Working Group
Recent vandalism at Taylors Hill Toilets discussed. **Decision:** New opening times for the toilets.
Winter from 1st October 8am to 4pm
Summer from 1st April 8am to 7pm

2023/117.9 Chilham Parish Youth Club

2023/117.9.1 To receive a report from the Working Group
COSY to restart on Tuesday 8th October.

2023/117.10 Chilham Square

2023/117.10.1 To receive a report of the Working Group
Taylors Hill Carpark quotes received. The layout design needs to be produced.
Researching car parking signs to direct vehicles to Taylors Hill car park

2023/118 Correspondence

List of items received during the period 1st September 2024 – 30th September 2024, (Appendix 2)
Noted

2023/105 Matters for Further Discussion

Start time of next meeting moved to 7:30 pm
Discussed Parish Council Christmas meal.

2023/106 Date and Time of Next Meeting

To confirm the next meeting of the Parish Council will be held on 7th November 2024 at 7.30 pm in Chilham Village Hall

Appendix 1

Date	Transaction Description	Debit Amount	Credit Amount	Reason
30/09/2024	NEST	70.44		Clerks Pension
30/09/2024	ASHFORD BOROUGH CO		26335	Precept
25/09/2024	HMRC - ACCOUNTS OF	997.35		Tax & NI
25/09/2024	VICTORY CLEANING	939.56		THT cleaning
25/09/2024	P E COLES	692.75		Salary
16/09/2024	CASTLE WATER LTD	170.76		THT water
13/09/2024	B.ONLINE LTD	18.42		Telephone
09/09/2024	BILTING FARM SELF	46		Storage
09/09/2024	BOURNE TO GARDEN	390		Grounds Maintenance
09/09/2024	MRS G SCHOFIELD	30		Expenses
09/09/2024	P E COLES	9.45		Expenses
09/09/2024	PLAYSAFETY LIMITED	192		ROSPA

Appendix 2

Item	Date
KALC News - September	02/09/2024
Agenda for Planning Committee, Wednesday, 11th September, 2024, 7.00 pm	03/09/2024

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Eat Well, Spend Less & Wellbeing Roadshow, Harpers Community Hub	03/09/2024
Chief Executive Briefing - Create Music Village returning to Ashford Town Centre	04/09/2024
Kent Prepared	05/09/2024
Invite from KCHFT: Join our annual meeting on 18 September	06/09/2024
Kent Rail Summit	09/09/2024
KMRF's '5-steps to be better prepared' mini campaign	11/09/2024
Chilham Parish Council - Audited AGAR 2023-24	11/09/2024
Parish Forum - 15th October 2024	11/09/2024
CEO Briefing - Mill View gas explosion - work on new homes starts	11/09/2024
CEO Briefing - Final round of Rural England Prosperity Fund now open	17/09/2024
KALC Ashford Area Committee Meeting 25 September 2024	18/09/2024
The Walk and Talk Movement	18/09/2024
Minutes for Planning Committee, Wednesday, 11th September, 2024, 7.00 pm	19/09/2024
Health and Wellbeing Conference 2024	20/09/2024
KALC Training Bulletin	23/09/2024
Chilham HIP	24/09/2024
NPPF Consultation Submission and KALC website non-compliance	24/09/2024
THE POLICE AND CRIME COMMISSIONER'S CONSULTATION ON THE NEW PRIORITIES FOR KENT POLICE!	25/09/2024
Leader Briefing - International House move update	26/09/2024
REMINDER: Kent County Council Local Transport Plan consultation	27/09/2024
Member Briefing - Nutrient Neutrality Joint Venture with Canterbury CC	27/09/2024
September Newsletter CSU	27/09/2024
Read our latest edition of Community Matters	27/09/2024
Road Safety and Active Travel Group - Quarter 2 Newsletter	30/09/2024

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