



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

## Minutes of the Parish Council held on Thursday 5<sup>th</sup> September 2024 at 7.00pm in Chilham Village Hall

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

**Also Present:** P. Coles (PC) (Clerk to the Council) plus four members of the public

**Councillor Apologies:** G. Schofield (Chair), V. Hutchinson,

**Councillor Absentee:** N/A

### Item

**2024/093 Apologies for Absence**

G. Schofield (Chair) personal, V. Hutchinson personal,

**2024/094 Declarations of Interests And / Or Lobbying**

Councillor G. Taylor part owner of Tudor Peacock, item 2024/103.3.1

**2024/095 Chairs opening remarks.**

Good evening and welcome to tonight's Chilham Parish Council meeting on the 5th September 2024. I am Councillor Shanise Barrett, the Deputy Chair of the Council. I will be chairing tonight's meeting on behalf of our Chair Gill Schofield who is absent for personal reasons.

This our first meeting since July 2024. The Parish Council does not normally hold a meeting in August. However, we do continue to work on your behalf.

I would like to thank our Events Working group and volunteers for their work on the Chilham fete. Unfortunately, the weather was unkind to us this year. We replaced the children's slide in Old Wives Lees children's play area. The Play equipment is nearly 25 years old, and we are seeking funds to replace it. We have booked in a service for the adult play equipment at Old Wives Lees in October.

The new Governments announcement that the Winter Fuel Payment will now be means tested which will impact our older residents. If you are aware of any residents adversely affected, please encourage them to apply for Pension credit if they are eligible. There is advice on the Government Website on how to do this as well as from Charities supporting older people including Age UK.

**2024/096 Minutes of the meeting of the Parish Council**

2024/096.1 To receive and approve the minutes of the meeting held on Thursday 11<sup>th</sup> July 2024.

**Approved**

2024/096.2 To receive an update on any matters arising not included in the agenda.

Turning into Taylors Hill-temporary signs to the castle are obscuring view on to the A252. CPC to ask the Castle for notices to be placed 20 yards further back

**2024/097**

**Questions from Residents**

Resident asked what is CPC's intention regarding the bench by the castle gate on Chilham Square? The Parish Council has no intension regarding the bench. A land search has revealed that the land the bench is on has no identified owner.

Chilham Square resident asked to be informed of any events in the Square. The Events working group noted the request and make sure the resident is informed moving forward.

A question was raised about the state of Taylors Hill. The Council confirmed that an email had been received by the Chair regarding this. The Chair contacted Councillor G Taylor who apologised and addressed the concerns with his contractors. Councillors agreed it was unsightly however they noted this would be rectified once the renovation works are completed.

A resident raised the Councils previous Environment Policy. The clerk confirmed that he would be contacting the resident confirming the advice that had been provided previously relating to the previous policy.

**2024/098**

**Borough Councillors, Policing:**

Hardly anything happens with Ashford Borough Council over the summer period. The Borough Council's Planning Committee are about to consider the planning application for the wetland in Chilham. Attended a meeting on expanding Ashford Borough Council's Biodiversity plan

**2024/099**

**Feedback from Ashford Borough Local Plan meeting**

There were several comments from residents on the proposed sites. Some of the sites are earmarked for wetland designation. Two online sessions are being held in September for the public to comment on the plan. The communications working group will promote this. Councillor V. Hutchinson is drafting the Parish Council's response

**2024/100**

**Annual maintenance contract for the trees around Old Wives Lees Green**

Councillors S. Barrett and A. Watkins meeting Contractor and will have a quote ready for the next meeting.

**2024/101**

**Replacement of bench Old Wives**

CPC Bench in Old Wives Lees has rotted. Councillors are asked to approve a budget of £1,000 to replace the bench with a new bench with concrete base.

**Approved**

**2024/102**

**Land in Chilham Square**

Councillors are asked whether they wish to apply to register a parcel of unregistered land in Chilham Square. Councillors asked for a quote for costs. Parish Clerk to contact our solicitors.

**2024/103**

**Working Groups**

2024/103.1

To receive updates.

**2024/103.2**

**Finance & General Purposes:**

2024/103.2.1

Financial Transactions for Approval-Appendix 1 refers.

**Noted**

2024/1032.2

Add Councillor S Barrett as an account signature

Approved

**2024/103.3**

**Planning**

2024/103.3.1

**Planning Applications**

**Case Reference:** PA/2024/1467

**Location:** The Small Holding, Long Hill, Chilham, Canterbury, Kent. CT4 8BN

**Proposal:** Proposed single storey rear extension with rooflight

**No objection**, concerned raised that previous application included a shop on the site which was approved but has not been built.

**Case Reference:** NOT/2024/1509  
**Location:** Land At Stour Lake, Canterbury Road, Chilham, CT4 7SA  
**Proposal:** Prior approval for an agricultural storage building  
**No objection**, Councillors noted applicant had addressed concerns raised in previous refusal.

**Case Reference:** PA/2024/1591  
**Location:** Tudor Lodge Antiques, The Square, Chilham, CT4 8BY  
**Proposal:** Variation of conditions 8 (opening hours) and 12 (external seating) along with the removal of condition 5 (sound insulation between the ground and first floor) of planning permission 22/00652/AS to allow for a change to opening times and for the provision of outdoor seating  
**Comments** There were no objections to the extension of opening hours on 15 occasions per year Seating-Councillors were split with the majority not objecting, minority concerned it would set a precedent for other residents to sit outside their properties on the highway without planning permission.  
Councillors split on the removal of condition 5. With some supporting and some wishing the condition to remain.

#### 2024/103.3.2 **Tree Orders**

None received

#### 2024/103.3.3 **Planning Decisions**

None received

#### 2024/103.3.4 **Planning Appeals**

None received

#### **2024/103.4 Communications and Information technology**

2024/103.4.1 To receive a report from the Working Group on Communications

Councillor A. Webb to provide details on group purchase of Microsoft licences for Councillors laptops to the Clerk.

2024/102.4.2 To receive an update on the Parish Council website.

No issues

#### **2024/103.5.1 Events**

2024/103.5.1 To receive a report from the Working Group on Events

No concerns raised during debrief on the village fete. Noted the stage had to be moved on the day.

Will liaise with COSY on Halloween event

Possible event for Guy Fawkes being investigated.

December the 15<sup>th</sup> lighting of the Christmas tree

December 14<sup>th</sup> Christmas fayre, no funds should be required.

#### **2024/103.6 Environment & Open Spaces**

2024/103.6.1 To receive a report from the Working Group

No update

#### **2024/103.7 Amenities**

2024/103.7.1 To receive a report from the Working Group

Benches discussed earlier, nothing else to report

#### **2024/103.8 Physical buildings**

2024/103.8.1 To receive a report from the Working Group

Toilet door inspection raised the possibility of fingers being trapped. Quote to be sourced to rectify the issue

#### **2023/103.9 Chilham Parish Youth Club**

2023/103.9.1 To receive a report from the Working Group

COSY to restart Tuesday 10<sup>th</sup>.

#### **2023/103.10 Chilham Square**

2023/103.10.1 To receive a report of the Working Group

Quotes for painting of parking spaces in Taylors Hill Car park should be ready for the next meeting

**2023/104 Correspondence**

Clerk received an email on the 27/08/2024 from the Chilham Chase Committee confirming their intention to distribute all remaining funds rather than the Parish Council holding a reserve for a future Chase.

The Parish Council received an anonymous letter wrongly addressed to the Chair of Chilham Parish Council at Chilham Village Hall. The address of the Parish Council is clearly available on the Parish Council website. The Parish Council does not consider correspondence sent anonymously. The letter is being kept on record in case it is required as evidence of harassment of a resident of the Parish by either a/or resident/s

List of items received during the period 1<sup>st</sup> June 2024 – 30th June 2024, (Appendix 2)

**2023/105 Matters for Further Discussion**

Members of the public filmed the meeting without informing Councillors they were going to. Clerk confirmed this was not illegal. Clerk to investigate further.

**2023/106 Date and Time of Next Meeting**

To confirm the next meeting of the Parish Council will be held on 3rd October 2024 at 7.00 pm in Old Wives Lees Village Hall

**Appendix 1 Transactions**

July				
Transaction Date	Transaction Description	Debit Amount	Credit Amount	Reason
29/07/2024	NEST	70.44		Clerk Pension
29/07/2024	HART LEE TREE SURG	936		Tree maintenance OWL
25/07/2024	MRS G SCHOFIELD	67.91		Maintenance
22/07/2024	PLAYDALE PLAYGROUN	334.16		Play Equipment maintenance
18/07/2024	VICTORY CLEANING	1582.28		THT Cleaning
16/07/2024	CASTLE WATER LTD	155.02		THT Water
15/07/2024	KIM P ADAMS	200		Chilham Fete
12/07/2024	B.ONLINE LTD	15.55		Telephone
09/07/2024	UPSTAGED	800		Chilham Fete
09/07/2024	CHILHAM PARISH REC	72.49		Grant towards Defib
09/07/2024	BILTING FARM SELF	46		Storage
08/07/2024	KENT COMMERC SERV	218.05		Electricity THT
08/07/2024	PLAYDALE PLAYGROUN	1670.85		Play Equipment maintenance
08/07/2024	CHILHAM PARISH REC	60		COSY
01/07/2024	NEST	70.44		Clerk Pension
<b>August</b>				
30/08/2024	NEST	70.44		Clerk Pension
30/08/2024	HATCH MANSFIELD GB			
28/08/2024	ATS SERVICES	77.5		Payroll
28/08/2024	VICTORY CLEANING	738.34		THT cleaning
28/08/2024	BILTING FARM SELF	46		Storage
28/08/2024	PETER MILTON	50		THT maintenance
28/08/2024	P E COLES	692.75		Clerk Salary
21/08/2024	MRS G SCHOFIELD	56.99		Chilham SQ

16/08/2024	CASTLE WATER LTD	139.54	THT water
14/08/2024	B.ONLINE LTD	18.42	Telephone
06/08/2024	RECORD	349.2	THT Door Maintenance
06/08/2024	BOURNE TO GARDEN	390	Grounds Maintenance
06/08/2024	P E COLES	692.75	Clerk Salary

## Appendix 2 Correspondence

Item	Date
CSU Ashford Kent-Rural North Newsletter	01/07/2024
Kent Wildlife Trust	01/07/2024
Agenda for Planning Committee, Wednesday, 10th July, 2024, 7.00 pm	01/07/2024
book a place at our Rural Affordable Housing Event on 10th July	03/07/2024
KALC TRAINING BULLETIN	03/07/2024
Highway Information Pack 2024-25	04/04/2024
Safety of Lithium ion Batteries and e-bikes and scooters campaign	07/04/2024
COMMUNITY RESILIENCE SURVEY/KENT FIRE AND RESCUE WATER SURVEY	10/07/2024
ANNOUNCING THE LAUNCH OF THE NEW KALC WEBSITE	10/07/2024
Making Space for Nature Update - Upcoming Workshops	15/07/2024
Continuous Professional Development: Clerks, Councillors, Tree Wardens and Grounds Teams	15/07/2024
Community Resilience - FREE Met Office online training courses	16/07/2024
Netwise UK Change of address	16/07/2024
Final Details - Eat Well, Spend Less & Wellbeing Roadshow	18/07/2024
Minutes for Planning Committee, Wednesday, 10th July, 2024, 7.00 pm	18/07/2024
CEO Briefing - HUG2 grants	22/07/2024
Leader Briefing - Stagecoach launches summer beach bus	23/07/2024
Annual Finance Conference 2024 - for circulation to all members of staff and councillors	23/07/2024
Post Election Planning Briefing - for circulation to all members of staff and councillors	23/07/2024
Kent County Council Local Transport Plan consultation	25/07/2024
Leader Briefing - Council sets out its priorities for the Borough	26/07/2024
Draft Minutes	29/07/2024
Monthly Newsletter CSU	31/07/2024
KALC Weekly Bulletin Week Ending 2 August 2024	31/07/2024
Leader Briefing - Twinning visit marks important year	05/08/2024
Joint Briefing Judgement from Regulator of Social Housing	14/08/2024
Leader Briefing - Scaleup Ashford continues to support business growth in 2024/25	15/08/2024

