

# CAPEL PARISH COUNCIL

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The Parish Council meeting of CAPEL PARISH COUNCIL held in Capel Village Hall, Five Oak Green at 7.30pm on 26<sup>th</sup> November 2018.

In Attendance: Cllrs Hugh Patterson (Chair), Maggie Fenton (Vice Chair), Charles Mackonochie, Trevor Sawyer, Robin Hollamby, Bob Anthony, Chris Parker, Jim Young & Ashley Saunders.

## MINUTES

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Minute  
No

- 338 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones. Noted.
- 339 2) **APOLOGIES** – to receive and accept apologies for absence. No apologies.
- 340 3) **DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST** -  
Declarations of Pecuniary interests on any item on the agenda. Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer. The Chair declared an interest in item 10a, Cllr Fenton to Chair item.
- 341 4) **CHAIRMAN'S ANNOUNCEMENTS** – The Chair had nothing further to report which isn't already covered under existing agenda.
- 342 5) **APPROVAL OF MINUTES**  
a) To consider the minutes of the Full Council Meeting of 29th October 2018 and if in order to authorise the Chair to sign as a true and accurate record. All Councillors authorised Chair to sign as true and accurate record.  
b) To receive the minutes of the Planning Committee 29th October 2018. Minutes received and noted.  
c) To receive the minutes of the Finance & Resources Committee 5<sup>th</sup> November 2018. Minutes received and noted.  
d) Cllr Fenton reminded Council that all meeting minutes should be available on the website within a month of the meeting. Cllrs Mackonochie to provide Flood Committee minutes for next meeting.
- 343 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**  
a) Capel Court Yard – As discussed, the Clerk asked the Borough Council to object on behalf of CPC, they declined to do so and gave reasons for this in an email.  
b) Cllr Mackonochie has agreed to look after the very young tree donated by Greg Clark MP until it is big enough to plant in the village.  
c) Whetstead Bridge – KCC have confirmed Network rail have inspected the bridge. The Clerk has spent a considerable amount of time chasing KCC and Network Rail for this information, the details released by KCC & Network Rail have been sketchy and at times unhelpful.  
d) Cllr Fenton attended the event held by the Co-Op for those organisations/charities who were successful in receiving funding. Smaller grants maybe possible in the future.  
e) 8.g Potholes at the entrance to the car park have now been repaired.  
f) The Chair thanked Cllrs Mackonochie and Hollamby for their hard work on the WW exhibition and display.

344 7) **EXTERNAL REPORTS**

- a. Borough Councillors Report – The Borough Council are actively trying to discourage single use plastics. They are investigating green alternatives to plastic. TWBC officers encouraged to look at digital copies, rather than paper, at meetings. No further questions from Council. Carol Mackonochie left at this point.
- b. County Councillors Report – Cllr Sarah Hamilton invited to discuss the request from CPC for documentation from KCC, and or Network Rail, regarding the most recent inspection of Whetsted Bridge. Cllr Hamilton was unable to attend the meeting and gave her apologies.

345 8) **COMMITTEE AND PORTFOLIO REPORTS**

- a) **Finance & Resources Committee –**
  - i) To make payments from 25.09.18 –25.11.18. Noted.
  - ii) To receive Income and Expenditure Report for September & October. Noted.
  - iii) To note Account Balances. Noted.
  - iv) To receive the minutes of the last Finance and Resources Committee – November 2018. Noted.
- b) **Planning Committee** – Plan to use trial projector to prepare for going paperless early 2019.
- c) **Flooding Committee** – Nothing to report.
- d) **Highways & Traffic Portfolio -**
  - i) Update on progress following CPC decision to arrange meeting with Socium and KCC. The Clark continues to be unsuccessful in contact Stephen Baughen at TWBC, despite several emails and voice messages.
- e) **Housing & Memorial Cottages Committee** – The Clerk is hopeful the plastering repairs will be carried out at No 9 over the festive period.
- f) **Recreation Ground Improvements and Regeneration Committee –**
  - i) To note additional, spend to cover the trackway needed to protect the ground in order for the MUGA to be installed. The total cost for CPC contribution to the cost is £1140. All Councillors in agreement that the cost of the trackway was unavoidable.
  - ii) Update on installation of MUGA – The works began today. The Clerk expressed her disappointment that so much of her time had already been spent on liaising between HAGS and the contractor to ensure the site was safe for members of the public.
- g) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**
  - i) Update on works carried out to fill potholes at entrance to recreation ground carpark. Repairs now complete.

346 9) **PARISH MATTERS (not covered under Parish Development above)**

- a) WW1 Commemoration report from Cllr Hollamby – bulk of commemorations finished. The exhibition plaques will be there until the end of the week. Three men to remember in 2019. It was agreed the 'Tommys' would be removed as soon as possible, Cllr Anthony offered to remove them.
- b) Speedwatch update. The police have been seen in the village twice with a speed camera.
- c) Capel Community Association Constitution amendment progress update. Clerk advised Council to consider taking legal advice to be able to progress the matter further. Councillors do not want to pay for legal advice and asked the Clerk to telephone the Charity Commission and request a copy of the governing document. Clerk to write again to the trustees of the CCA and ask them to attend the full council meeting in December to provide further information.

347 10) **CORRESPONDENCE RECEIVED**

- a) Request from Capel Cricket Club to be allowed to open the cricket club pavilion past dusk for the Carols On The Green event that we have planned for Sunday 16th of

December. Cllr Fenton chaired this item due to Cllr Patterson declaring an interest. All Councillors were in agreement to allow the cricket club to open after dusk – motion proposed by Cllr Anthony, seconded by Cllr Young.

- b) Sand and salt winter supply currently on village green. Clerk has ordered a container for the salt/sand mix outside the village shop. Clerk to talk to groundsman about repairing the grass on the green which has been damaged by the spilt sand/salt.

348 11) **REPRESENTATION AT MEETINGS –**

- a) KALC presentation by the Alzheimer's Society, more parishes are getting involved in a drop-in morning. Diabetes – large numbers of people at risk, the NHS spent £9m on complications from Diabetes.
- b) Cllr Mackonochie Attended traffic seminar 5<sup>th</sup> November – debrief on east Farleigh scheme and how they are funding it. Potholes, they are changing the way the crews are dealing with potholes, inspectors carry out small permanent or temporary repairs. Dangerous potholes have a limited timescale for repair. Emergency road works are a necessity. Routine road works encouraged to be completed in a timely manner.

349 12) **QUESTIONS FROM MEMBERS - None**

350 13) **CLERK'S REPORT –**

- a) Update on Rag Solutions, Smarden clothes recycling point in the recreation ground. No reported additional bags left in area. It was thought that the clothes which are being dumped around the parish are from the bags which have been left outside charity shops in Paddock Wood or Tonbridge. No evidence to suggest the additional clothes recycling by Rag Solutions is the cause of the clothes being dumped around the parish. The Clerk to check with Paddock Wood town council to see if they are experiencing these issues too.
- b) Update on security of Capel Cricket Club pavilion. Following on from the October CPC meeting the Clerk met with the Chair of the Cricket Club on site and they both agreed fitting security lighting and CCTV could take time and it was thought the CCTV cameras in particular would be in danger of being vandalised due to the very accessible position they would need to be in on the veranda. It was agreed that an immediate interim measure of securing the area with haras fencing would be the best measure. Clerk to meet with Chair of CCC in new year to discuss alternative options. Recreation Ground Committee to consider alternative uses for the shelter in the rec ground as a way to discourage people from sheltering in the pavilion.

14) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC – MOP ask CPC to be mindful of improving the shelter which may encourage people to the rec ground after dark.**

352 15) **DATE OF NEXT MEETING – 17th December 2018.**

Meeting closed at 20.42

Signed:..... Dated: .....