

CAPEL PARISH COUNCIL

Emma Ivory – Clerk
Falmouth Place, Five Oak Green
TN12 6RD clerk@capelpc.co.uk

Parish Council meeting of CAPEL PARISH COUNCIL held in Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on 25th February 2019.

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

MINUTES

Minute
No

- 368 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones.
a) To resolve to go into closed session and to exclude the press and public during item 375.h.i Parish Development, local plan (Admissions to Meetings) Act 1960. **Resolution proposed by Cllr Fenton and seconded by Cllr Saunders.**
- 369 2) **APOLOGIES** – to receive and accept apologies for absence. **Apologies given for Cllr Anthony as he is on holiday, apologies accepted.**
- 370 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. **None.**
- 371 4) **CHAIRMAN'S ANNOUNCEMENTS**
- 372 5) **APPROVAL OF MINUTES**
a) To consider the minutes of the Full Council Meeting of 28th January 2019 and if in order to authorise the Chair to sign as a true and accurate record. **Minutes approved and duly signed by the Chair.**
b) To receive the minutes of the Planning Committee 28th January 2019. **Noted.**
- 373 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA** – The recently faulty CCTV hard-drive has now been replaced and is in full working order. The Clerk has received no suggestions regarding future 106 monies from Councillors as previously requested.
- 374 7) **EXTERNAL REPORTS**
a) **Borough Councillors Report – Refuse collections - When the new contract starts on 30 March 2019, waste and recycling collections will continue as normal until September. The new collections, from September 2019, will include Plastic, cans and glass recycling, paper and cardboard recycling, household waste, opt-in garden waste, small electrical items, clothes and textiles and batteries. Customers who register for their garden waste to be collected would qualify for an introductory offer between Tuesday 7 May and Friday 2 August.**

From September 2019, a new suite of services will be introduced by TWBC. Crescent road car park should be finished by November 2019. Pantiles – garden roof is on track to open in 2020. Amelia (art gallery, library) open summer 2021.

- b) **County Councillors Report –**
 - i) **The Gully clearing and potholes schedule has been published. Parishioners and CPC are encouraged to report areas that flood. Whetsted Bridge – No further details yet regarding the weight limit of the bridge, Sarah Hamilton to report back further next month. Continues to work with parishioners on Stonecastle quarry. Cllr Hamilton has no further details about the proposed A21 highways proposal, as per the letter from Greg Clarke and signed by MP's.**

375 8) **COMMITTEE AND PORTFOLIO REPORTS**

- a) **Finance & Resources Committee –**
 - i) To make payments from 29.01.19 –24.02.19. **Noted**
 - ii) To receive Income and Expenditure Report for January. **Noted**
 - iii) To note Account Balances. **Noted**
- b) **Staff & Administration (Subcommittee of F&R)**
 - i) Office space – future requirements. **The Chair has been approached by the United Reform church Five Oak Green who will be carrying out building works over the next 2-3 years, this is to gauge the level of interest CPC have in having the council office based at the church. Clerk to confirm the office space maybe of interest in the future and to request a meeting to discuss council's requirements.**
- c) **Planning Committee - None**
- d) **Flooding Committee - None**
- e) **Highways & Traffic Portfolio**
 - i) Update on progress following CPC decision to arrange meeting with Socium and KCC. **Fiona Paine replacement for Michael Harding as contact for KCC. Clerk to send details to Sarah Harding. CPC are still awaiting details from KCC following their meeting with TWBC regarding highways.**
- f) **Housing & Memorial Cottages Committee – An initial quote for the reinstatement of cast iron guttering at the cottages has been received. The Clerk to arrange another two quotes. The tenant has reported the previously installed extractor fan fitted in the bedroom to address the damp isn't working, the Clerk has contacted the electrician who will arrange to take a look at the fan.**
- g) **Recreation Ground Improvements and Regeneration Committee**
 - i) Update on progress with outstanding issues regarding the MUGA on the recreation ground and HAGS. **HAGS have requested a site meeting with CPC to discuss the outstanding issues, Clerk to arrange.**
- h) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**
 - i) Local Plan discussion with Stephen Baughen, TWBC – Closed session.
 - ii) Update on North East Quadrant – **Brenchley & Matfield Parish Council have recently resolved not to contribute £5,000 for the year towards legal fees and joint procurement.**

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

- a) WW1 Commemoration report from Cllr Hollamby – **The next two commemorations will be held on 14th March at Tudeley Church 10.45am and 30th April at 10.45.**
- b) Speedwatch update – **Nothing to report.**
- c) Capel Community Association lease agreement legal advice. **In discussions with legal advice, the Chair is hopeful to be able to have a full update in March.**
- d) Stone Castle Liaison Committee meeting update – **Stonecastle, willing to explore additional footpath – country park not possible as quarry. Processing plant will not be moved, Tarmac believe this keeps lorry movements to a minimum. Issue**

of dangerous junction to be investigated by KCC Highways. Noise monitoring is ongoing. Sub committee to deal with public access – no current east/west footpath. North/south footpath to have vehicles going across. Bridle ways are to be investigated.

- e) Annual Parish Meeting 10th April – Send 2018 report to individual councillors
- f) Annual Parish Report – **Councillors are keen for the report to follow last year’s format. Clerk to circulate previous annual report to Councillors.**

376 10) **CORRESPONDENCE RECEIVED - None**

377 11) **REPRESENTATION AT MEETINGS – Parish magazine price to raise to £6 per year.**

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

379 13) **CLERK’S REPORT – A CCTV camera at the public toilets has been damaged, the damaged camera has now been changed. The drain behind the public toilets was reported as overflowing, this has now been fixed and is fully working. Cllr Macknochie is concerned about the annual fete vehicles and fair using the trackway.**

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14) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC – A member of the public raised concerns about the recently overflowing glass recycling bank at the recreation ground, Clerk to refresh notices on glass recycling asking members of the public not to leave glass on the floor around the banks. A member of the public requested CPC remind Scripps Farm drivers not to access the farm via bridge.**

381 15) **DATE OF NEXT MEETING – 25th March 2019**

With no further business the public meeting closed at 20.47 and entered into a closed session.

Signed: Dated:.....