

# CAPEL PARISH COUNCIL

Emma Ivory – Clerk  
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**ALL COUNCILLORS ARE HEREBY SUMMONED to attend the Parish Council meeting of CAPEL PARISH COUNCIL to be held in Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on 29<sup>th</sup> April 2019 when it is proposed to transact the business shown on the agenda below. The meeting will be open to press and public.**

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

## AGENDA

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Minute  
No

- 397 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones, intention to film or record the meeting.
- a) To resolve to go into closed session and to exclude the press and public during item 404.h.i Parish Development, local plan (Admissions to Meetings) Act 1960.
- 398 2) **APOLOGIES** – to receive and accept apologies for absence.
- 399 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.
- 400 4) **CHAIRMAN'S ANNOUNCEMENTS**
- a) Resignation of Cllr Anthony from the parish council.
- 401 5) **APPROVAL OF MINUTES**
- a) To consider the minutes of the Full Council Meeting of 25th March 2019 and if in order to authorise the Chair to sign as a true and accurate record.
- b) To receive the minutes of the Planning Committee 25th March 2019.
- 402 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**
- 403 7) **EXTERNAL REPORTS**
- a. **Borough Councillors Report**
- b. **County Councillors Report** – Update on weight limit enquiry to KCC of Whetsted Bridge.
- 404 8) **COMMITTEE AND PORTFOLIO REPORTS**
- a) **Finance & Resources Committee** –
- i) To make payments from 25.03.19 –28.04.19.
- ii) To receive Income and Expenditure Report for March

iii) To note Account Balances.

b) **Staff & Administration (Subcommittee of F&R) –**

i) To authorise an additional 20 hours, this being 10 hours in April & 10 hours in May for RFO to complete the end of year accounts.

c) **Planning Committee**

d) **Flooding Committee**

e) **Highways & Traffic Portfolio**

f) **Housing & Memorial Cottages Committee**

g) **Recreation Ground Improvements and Regeneration Committee**

i) To RESOLVE the recommendation by the committee recommendation to install a 30meter metal framed aerial zipwire and natural mound. The installation to be co-ordinated with the roundabout which is being donated by the charity The Friends of Five Oak Green Recreation Ground.

ii) Update on attendees to official opening of MUGA on 20<sup>th</sup> May.

h) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**

i) To discuss the principal of a collaborative approach to the Tunbridge Wells Local Plan with Paddock Wood Town Council and if appropriate other neighbouring parishes – *closed session*.

ii) Request by Capel Cricket Club to use the large bin in the recreation ground carpark when playing at home during the season.

iii) To RESOLVE to instruct a specialist company to complete a full survey of all trees in the parish.

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

a) WW1 Commemoration report from Cllr Hollamby

b) Speedwatch update

c) Stone Castle Liaison Committee meeting update

d) Request from Capel Fete Committee to use the recreation ground on the evening of Friday 5<sup>th</sup> and Saturday 6<sup>th</sup> July.

e) To discuss security of the pavilion now heras fencing has been removed for the cricket season.

406 10) **CORRESPONDENCE RECEIVED**

407 11) **REPRESENTATION AT MEETINGS**

408 12) **QUESTIONS FROM MEMBERS**

409 13) **CLERK'S REPORT**

410 14) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC**

411 15) **DATE OF NEXT MEETING – 22nd May 2019**

**Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.**