

CAPEL PARISH COUNCIL

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

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 7pm on 24th June 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, Maggie Fenton, Charles Mackonochie, Trevor Sawyer, Robin Hollamby, Chris Parker, Jim Young & Ashley Saunders.

AGENDA

Minute
No
427

- 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 435.9.B.IV Staff, Office & Administration (Admissions to Meetings) Act 1960.

- 428 2) **APOLOGIES** – to receive and accept apologies for absence.

- 429 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.

- 430 4) **COUNCILLOR CO-OPTION – Co-option of new Councillor**

- 431 5) **CHAIRMAN'S ANNOUNCEMENTS**

- 432 6) **APPROVAL OF MINUTES**
 - a) To consider the minutes of the Full Council Meeting of 22nd May 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 22nd May 2019.

- 433 7) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**

- 434 8) **EXTERNAL REPORTS**
 - a. **Borough Councillors Report**
 - b. **County Councillors Report**

- 435 9) **COMMITTEE AND PORTFOLIO REPORTS**
 - a) **Finance & Resources Committee –**

- i) Receive and note Internal Auditors Report.
 - ii) To make payments from 22.05.19 –23.06.19.
 - iii) To receive Income and Expenditure Report for April & May
 - iv) To note Account Balances for April & May.
 - v) To RESOLVE the donation approved at the last meeting of Finance to the Capel Fete Committee of £564.00
 - vi) To receive the Finance and Resources minutes for the meeting in June.
- b) **Staff, Office & Administration**
- i) To RESOLVE to purchase a new laptop for the Clerk, the current laptop is no longer fit for purpose.
 - ii) To discuss current accountancy software.
 - iii) To note the first meeting of the committee will be held on 24th June, at which staff contracts, job descriptions and roles will be discussed.
 - iv) To discuss recent correspondence received from RFO regarding previous additional hours spent on website – **closed session**.
- c) **Planning Committee**
- d) **Flooding Committee**
- e) **Highways & Traffic Committee**
- f) **Housing & Memorial Cottages Committee**
- i) To note the request to work with the Capel History Group for the 100th Anniversary in 2021.
- g) **Recreation Ground Improvements and Regeneration Committee**
- i) To note the location of the zip wire agreed installation position. The location has been marked on the recreation ground and all councillors given the opportunity to visit site.

436 10) **PARISH MATTERS**

- a) To receive an update from Convenors of the Working Party subgroups.
- b) WW1 Commemoration report from Cllr Hollamby
- c) Speedwatch update
- d) Stone Castle Liaison Committee meeting update
- e) To Resolve the Councils wishes to state its formal opposition to the proposals for garden settlements in Tudeley and Eastern Capel as outlined in the presentation at the Annual Parish Meeting on 20th May by Stephen Baughen. [The sites known as CA1 and the Paddock Wood West parcel in the TWBC map]
- f) To Resolve to work through the Local Plan working party and its subgroups to assist local residents in the Save Capel group and others to resist these proposals. This will start with the Planning and Transportation CAB on August 5th TWBC cabinet meeting on the 5th August and then if necessary at the Regulation 19 stage and at a possible public enquiry beyond.
- g) To Resolve to make a financial contribution to this campaign (SaveCapel) from its legal budget (of no more £5000 in 2019-20) and will assist Save Capel and others in fundraising and publicity.
- h) To Resolve that the Council's financial contribution in 2019-20 shall be spent on helping the start-up publicity costs of the campaign and contributing towards the costs of a Planning Consultant for the Reg 19 stage.
- i) Citizen of the Year – Sponsored by Berry Gardens.

- 437 11) **CORRESPONDENCE RECEIVED**
a) Request for clothes recycling bin to be located at Recreation Ground – Scope.
- 438 12) **REPRESENTATION AT MEETINGS**
- 439 13) **QUESTIONS FROM MEMBERS**
- 440 14) **CLERK'S REPORT**
a) Councillor email addresses – Councillors to confirm their council email addresses are active.
- 441 15) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC**
- 442 16) **DATE OF NEXT MEETING – 29th July 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.