

CAPEL PARISH COUNCIL

Emma Ivory – Clerk
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Parish Council meeting of CAPEL PARISH COUNCIL held in Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on 2nd September 2019.

In Attendance: Cllrs Hugh Patterson, Maggie Fenton, Charles Mackonochie, Trevor Sawyer, Jim Young, Suzi Rich, Chris Parker & Ashley Saunders.

AGENDA

Minute
No

- 458 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones, intention to film or record the meeting.
- 459 2) **APOLOGIES** – to receive and accept apologies for absence. **Cllr Hollamby gave apologies, on holiday.**
- 460 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.
- 461 4) **CHAIRMAN'S ANNOUNCEMENTS**
- 462 5) **APPROVAL OF MINUTES**
- a) To consider the minutes of the Full Council Meeting of 29th July 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 29th July 2019.
- 463 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**
- 464 7) **EXTERNAL REPORTS**
- a. **Borough Councillors Report**
- b. **County Councillors Report**
- 465 8) **COMMITTEE AND PORTFOLIO REPORTS**
- a) **Finance & Resources Committee** –
- i) To make payments from 29.07.19 –01.09.19.
- ii) To receive Income and Expenditure Report for June & July
- iii) To note Account Balances for July & August
- b) **Staff, Office & Administration**
- i) Update on previous RFO outstanding payments and lessons learnt regarding recent employment issues.

- ii) Update on progress of current temporary RFO.
- iii) To note the purchase of an additional five hours of consultancy time from HR Services.
- iv) To note the purchase of Microsoft 365 Office package as an annual charge of £79.99 per year.
- c) **Planning Committee – Update** - Kings Head - to note email exchange between Clerk and TWBC planning regarding the possibility of issuing a Section 215 to the owner.
- d) **Flooding Committee**
- e) **Highways & Traffic Committee**
- f) **Housing & Memorial Cottages Committee**
 - i) Update on replacement guttering at both cottages to comply with current listed building status.
 - ii) Update on recent plastering works at no 9.
- g) **Recreation Ground Improvements and Regeneration Committee**
 - i) To note the recent ROSPA annual play equipment report.

466 9) **PARISH MATTERS**

- a) Update on Tunbridge Wells Borough Council Draft Local Plan.
- b) For discussion and response – *Kent County Council (KCC) consultation on its Draft Drainage and Planning Policy Statement*
(see:<https://consultations.kent.gov.uk/consult.ti/DrainageandPlanningPolicy/consultationHome>)

The deadline for responses is 30 September 2019.
- c) For discussion and response - *Draft Kent and Medway Housing Strategy 2019-23. To view and download the draft strategy and supporting documents please use the following link: <https://www.kenthousinggroup.org.uk/draft-kent-medway-housing-strategy-consultation/>*

The deadline for responses is 9th September 2019.
- d) To note the meeting planned for 3rd September with KCC, TWBC Carol Mackonochie and Cllrs Fenton, Mackonochie and Saunders to discuss the proposed highway limits on Whetsted Bridge, Whetsted Road.
- e) WW1 Commemoration report from Cllr Hollamby – deferred, Cllr Hollamby on holiday.
- f) Speedwatch update
- g) Stone Castle Liaison Committee update
- h) To Resolve to make a donation from the Chairman’s fund to South East in Bloom in memory of Celia Worraker.

467 10) **CORRESPONDENCE RECEIVED**

468 11) **REPRESENTATION AT MEETINGS**

469 12) **QUESTIONS FROM MEMBERS**

470 13) **CLERK’S REPORT**

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

472 15) **DATE OF NEXT MEETING – 30th September 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.