

# CAPEL PARISH COUNCIL

A meeting of the PARISH COUNCIL held in virtually at 7:30pm on Monday 25 January 2021

In Attendance: Cllrs Patterson, Fenton, Parker, Sawyer, Saunders, Rich & Forster

Also in attendance: Maddy Boyle, Clerk.

## MINUTES

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Minute No	Agenda No
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1) Administration – Mobile phones – **Noted.**

669 2) **APOLOGIES** – to receive and accept apologies for absence. Apologies received for Cllr Mackonochie and Sarah Hamilton.

670 3) **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests. **None.**

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.

671 4) **CHAIRMAN'S ANNOUNCEMENTS –**  
a) The Councillor position is still Vacant  
The Chair welcomed Madeline Boyle as the new Parish Council Manager and Clerk.

672 a) **APPROVAL OF MINUTES - Cllr Forster joined the meeting at this point 19.36**  
2)  
a) To consider the minutes of the virtual Full Council Meeting of 21<sup>st</sup> December 2020 and if in order to authorise the Chair to sign as a true and accurate record at a later date. **Signed as a true and accurate record by the Chair. One amendment**, Item 6607 – External Reports. a) Delete phrase “the flood resilience forum” and replace with “flood resilience”. With no other amendments the minutes were signed.

673 3) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**  
a) CCTV policy to be reviewed again at next full council meeting in February 2021, **The Clerk asked RFO to recirculate.**

674 4) **EXTERNAL REPORTS**  
a) Borough Councillors Report – A key thing at the TWBC has been the Local Planning. Following the Planning and Transport Cabinet Advisory Board, the Local Plan was the key item which was voted through to Cabinet. It will go through to the full Council meeting in February. BC Mackonochie discussed the uncertainties surrounding COVID-19 and mentioned the asymptomatic test site at the Assembly Halls and the Hop Farm.

b) County Councillors Report  
i) Progress of additional signage on the bridge Whetsted bridge, Five Oak Green as per previous discussion on 7<sup>th</sup> September full council meeting when Sarah Hamilton agreed the matter had been outstanding for a considerable amount of time. **No report received**, KCC Member not in attendance.

675 5) **COMMITTEE REPORTS**  
a) Finance & Resources Committee  
i) To receive accounts as at 28 December 2020. **Noted**

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- ii) To receive bank reconciliation and bank statements as at 28 December 2020. **Noted**
- iii) To receive reserves as at 28 December 2020. **Noted.**
- iv) To receive list of payment for approval. **Approved**
  
- b) Staff, Office & Administration – Cllr Saunders welcomed Maddy as the new Parish Council Manager and Clerk
  
- c) Planning Committee – Nothing to note.
  
- d) Flooding Committee – Nothing to note.
  
- e) Housing & Memorial Cottages Committee -
  - i) To receive the minutes of 19<sup>th</sup> November 2020, noting the recommendation to provide both tenants LED bulbs, as per the recommendation of the Energy performance Certificate report. **Noted. The Clerk to investigate LED light bulbs. Cllr Parker to provide a date for the contractor to fix paving when he has an update. Cllr Sawyer to investigate a price for another contractor in the meantime.**
  - ii) Cllr Saunders declared an interest at this point as tenant and did not take part in the discussion. To receive the minutes of the 14<sup>th</sup> January 2021 and to **Resolve** the recommendation to extend the existing tenancy agreement with No 10 for a further 6 months due to the current COVID restrictions and complications with advertising and the viewing of the property. **RESOLVED – Existing tenancy agreement for No 10 extended for a further 6 months until October 2021 – proposed by Cllr Sawyer, seconded Cllr Parker.**

The centenary for the memorial cottages is the 15<sup>th</sup> August 2021 and Cllr Patterson has been asked by the Chairman of the Capel History Society to organise a celebration for this event. **Cllrs agreed for the matter to be placed onto the Housing & Memorial Cottages agenda for the next meeting.**

- f) Recreation Ground Improvements and Regeneration Committee – This month's meeting has been postponed. Swings are being delivered to the company installing them. They will approach the Council when they have an update. The playground will need to be closed for a day. **Cllr Parker to speak to The Clerk to facilitate this and to organise signage when we have an update.**  
**The Clerk to find “no mini motorbikes” sign.**

The charity are still waiting to hear prices/plans in regards to the benches.

### 676 6) PARISH MATTERS

- a) Neighbourhood Plan Working Party – Meeting on 12<sup>th</sup> January largely taken up by consultants. Meeting 26<sup>th</sup> January with Pembury consultants for them to give their expertise and thoughts. Next meeting on the 4<sup>th</sup> February where a decision will hopefully be made on which consultants to use. Regulation 19, and the Five Oak Green bypass were also discussed. Members were not supportive of this.
  
- b) Update on Save Capel – A representative and Cllr Patterson spoke at the Cabinet Advisory Board. A speech was also read at Cabinet. The Council meeting is on the 3<sup>rd</sup> February. **Councillors supported Cllr Patterson's recommendation to speak at this meeting, to oppose the Local Plan and suggest the alternative site at Castle Hill as discussed at the previous Parish Council meeting.**
  
- c) To **Resolve** to spend the additional money necessary to have the village gateway restored. **RESOLVED IN PRINCIPLE – Agree to pay the difference in cost above £2000 for the village gateway – proposed by Cllr Parker, seconded Cllr Fenton.** A final decision will be made once the amount has been confirmed.

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- 677 7) **REPRESENTATION AT MEETINGS –**  
a) SSWG Cllr Fenton – This month's meeting was cancelled. Next meeting is in February.
- 678 8) **CORRESPONDENCE RECEIVED –** A resident sent a letter of complaint regarding Southern Water and their repeated works on the sewage pipes. They asked the Council to make representation to Southern Water to complain about the efficiency and standard of their work. Cllr Saunders supported this. **Cllr Patterson and The Clerk to draft a letter to Southern Water.**
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- 9) **QUESTIONS FROM MEMBERS –** It was discussed as to whether this item on the agenda should be removed. As the Standing Order will need to be revised – **Refer this to the Annual Parish Council Meeting**
- 680 10) **CLERK'S REPORT –** Nothing to report.
- 681 11) **OPEN SESSION**  
a) Carol Mackonochie – Raised the item of the Castle Hill developments that has been discussed in previous Parish meetings.
- 682 12) **DATE OF NEXT MEETING –** Monday 22nd February 2021. This meeting will be held virtually using Zoom.

With no further business meeting closed at 20.15

Signed: .....

Dated: .....