

CHESTFIELD PARISH COUNCIL

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TO: ALL MEMBERS OF CHESTFIELD PARISH COUNCIL: Councillors are summoned to attend a meeting of Chestfield Parish Council on **MONDAY 14 November 2022 at 7.30pm** at the Women's Institute Hall, Chestfield Road, Chestfield, for the transaction of the business described in the following Agenda.

Amended Sparkes

A SPARKES, CLERK TO THE COUNCIL

A G E N D A

Under Appendix A of the Parish Council's Standing Orders, all councillors and members of public should announce at the start of the meeting whether they wish to record the meeting. A copy of the Standing Orders and Appendix A are available to view on the Parish Council's website or the Clerk can provide a copy on request.

1. Chairman's Opening remarks
2. Vacancy on the Council - The vacancy is to be advertised in the December magazine with a view to co-opting a candidate at the January 2023 meeting (after informal meetings with candidates beforehand in early January if necessary if more than one candidate puts themselves forward.)
3. Apologies for absence
4. Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests, and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home.
5. To agree as a correct record the Minutes of the last parish council meeting held **10 October 2022**
6. UPDATES (not covered elsewhere on the agenda for discussion / decisions)
 - CCC agreed that the Molehill Road/Shrubhill Road dog bin will be replaced with one of a different style.
 - UPDATE re the Maydowns Road rosebed
 - UPDATE re the replacement of the noticeboard on the footpath to Sainsbury's in Primrose Way - noticeboard has been ordered with estimated delivery w/c 19 December 2022.
 - TO NOTE new side wall position agreed with the WI for defibrillator and cabinet at the WI hall - the Clerk has taken delivery of it, and added it to both the insurance schedule and Fixed Asset Register.
7. **Adjournment of the meeting for parishioners' questions and comments. This is the only opportunity during the meeting for residents to speak. The period for public participation will last no longer than 10 minutes and a single member of the public is afforded no more than 3 minutes to make their representation, with the discretion of the Chairman.**
8. TO RECEIVE City and County Councillor Report (if applicable)
9. Use of section 101 Scheme of Delegation to the Clerk in conjunction with a minimum of two councillors since the last meeting: None.
10. Financial matters (Appendix 3)
 - o Schedule of Payments Appendix 3 Finance Schedule to be signed by the Chairman of the meeting
 - o TO RECEIVE the report from the Internal Auditor for the six-monthly audit undertaken on 17 October 2022
 - o TO RECEIVE ANY VERBAL UPDATE re a resident's suggestion that the parish council pay for more new trees at the CCC owned Radfall Recreation ground
 - o TO CONSIDER a grant application for £250 against total project costs of £400 from Maydowns Road Residents Association for 5 x new trees in Maydowns Road
 - o TO CONSIDER a grant application from Kendal Meadow residents: For the small raised roundabout on the Kendal Meadow development outside number 16 (left hand part of the development) a group of residents would like to replant this with a central evergreen fir tree with surrounding flowers/shrubs such that it looks appealing all year round and especially can be festively decorated at Christmas when the entire development tends to get together for a central event. Grant sought is £600 against total project costs of £850 with residents to do the initial planting work themselves and undertaking future maintenance. If approved this project would become a joint venture with the parish council applying for a highway's cultivation licence etc and covering insurance liabilities for volunteers
 - o Cllrs resolved at the October 2022 meeting to replace the two wooden seats on CW69 (one has a broken arm) with recycled material benches - TO RESOLVE favourite styles from some options presented.
 - o TO NOTE the Clerk has completed the magazine advertisers' annual renewal exercise.
 - o TO NOTE income and expenditure on community Quiz held 14 October and RESOLVE profit allocation
 - o TO RESOLVE to undertake another community event like the Jubilee event at the cricket club in 2023
 - o TO RESOLVE to reappoint AJL Garden Services as the parish council's public right of way maintenance and outdoor spaces contractor for 2023-2024 - more details on the finance appendix.
11. TO NOTE notification from CCC on 21 October 2022 of a bank transfer for the first CIL payment for April-October 2022 of £3,744.68. TO DISCUSS what the parish council would like to spend this on, or whether to 'save' it in the Accounts to add to future payments for a larger project.

12. **Budget and Precept for 2023-2024** - TO RESOLVE to adopt a budget as set out in the supporting document of £70,582 for 2023-2024 then TO DISCUSS three options for a precept for 2023-2024 OPTION 1 - a precept of £70,582, a 9.15% increase on 2022-2023; or OPTION 2 - a precept of £67,582, a 4.5% increase on 2022-2023, with some budget items if required/progressed to be met from a grant and/or unrestricted reserves already held; or OPTION 3 - a precept of £64,673, a 0% increase on 2022-2023 level, with unrestricted reserves balancing the budget.
TO RESOLVE the favoured option for a precept for 2023-2024 against the budget document figures, as a forecast of where the parish council plan to spend the money.
13. Christmas Activities - TO RESOLVE actions for erection of Christmas Tree and banner and Christmas Lights competition again this year, and Carols event for Wednesday 21 December and other actions (more detail on the Clerk report)
14. TO RECEIVE the Clerk's report, including correspondence (Appendix 4)
Southern Water's draft Water Resources Management Plan - Through Water Resources South East (WRSE), Southern Water has worked with the other five companies supplying water to the South East to propose a truly regional solution - Its Plan includes substantial reductions in demand and leakage, as well as significant investment in infrastructure. TO NOTE the Clerk and Cllr Fitzpatrick have booked to attend a webinar on 22 November 2022 hosted by WRSE. This webinar will provide an outline of the regional plan as well as an overview of each company's plan and how they are connected.
15. Highways
 - TO NOTE the Clerk's partial write-up of the virtual KCC Parish Seminar held on 13 October 2022 was circulated to Cllrs prior to the meeting - some presentation slides are awaited to be able to finalise this - the final version will come to the next/future meeting.
 - TO NOTE a request on 12 October 2022 was emailed to CCC for a length of double yellow lines at the junction of Polo Way with Chestfield Road, on safety grounds.
 - TO NOTE a virtual meeting with Kent Highways on 03 November 2022 to update the parish council's Highway Improvement Plan and TO NOTE updates detailed on the Clerk report.
16. Environment
 - TO NOTE volunteers are now planting bulbs in some of the villages' road verges.
 - TO NOTE a community litter pick has been arranged for Sunday 04 December from 11am at the play park.
 - UPDATE re residents' concerns re parking problems at Radfall Recreation ground (info on Clerk report).
 - TO DISCUSS Resident's suggestion to extend the line of hedging at the Rugby Club alongside Primrose Way leading to Lavender Close perimeter - and TO RESOLVE to explore this possibility with the Rugby Club and CCC as the landowners, mindful of future maintenance costs not just one-off installation / provision.
17. TO RECEIVE Planning Report including current applications (to be appended to the Minutes as Appendix 2)
 - **Any updates re the GRASMERE PASTURE development:** CA/21/02244 and CA/17/00469/OUT.

TO NOTE the draft Canterbury District Local Plan (CDLP) to the year 2045 is now out to consultation until 16 January 2023. Online maps of all proposals at www.canterbury.gov.uk/localplanmap

TO NOTE CCC proposes two strategic housing/mixed use sites for Chestfield - at Brooklands Farm (1,300 dwellings, a primary school and a Special Educational Needs school) and Bodkin Farm (for a secondary school with sixth form, and 250 houses). TO RECEIVE a letter from Cllr Fitter-Harding with more details of these sites and the CDLP as a whole - and TO NOTE this letter will run in the December magazine for residents.

TO NOTE as part of the consultation, CCC held a briefing session for parish councils on 02 November 2022. TO NOTE the Clerk met with Maydowns Road committee members on 07 November 2022 to advise them. TO NOTE a site meeting with the planning consultants at the cricket club is now arranged for later in November 2022 in relation to the Brooklands Farm proposals.

TO NOTE that to inform the consultation on the Canterbury District Local Plan to 2045, and the two strategic sites proposed for Chestfield, TO NOTE that an article in the December magazine invites residents to give details and evidence by 31 December 2022 of any locations/junctions in the parish where they feel unsafe driving/walking/crossing the road, and where there might be needs for improved lighting, dropped kerbs, crossings, cycle lanes, and/or junction improvements.

CCC is also currently consulting until 16 January 2023 on its **[draft Cycling and Walking Implementation Plan](https://news.canterbury.gov.uk/wp-content/uploads/Local-Cycling-and-Walking-Implementation-Plan.pdf)**
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TO NOTE Cllrs Fitzpatrick, Brealy, Todd and the Clerk are leading on both a CDLP and CYCLING response.

Dates of planned full parish council meetings: 14 November 2022, 09 January, 13 March 2023 And Monday 20 March 2023 for the Annual Electors' Meeting, 08 May, 10 July, 11 September, 13 November 2023. Christmas Carols event 21 December 2022.
Councillor surgeries for residents - Come along informally between 6.30pm and 7.30pm to the WI hall in Chestfield Road to voice any concerns or give any comments to a councillor. Dates of surgeries for residents: from 6.30pm - 7.30pm - 14 November, 12 December 2022, then 09 January, 13 February, 13 March, none in April due to Easter bank holiday clash, 08 May, 12 June, 10 July, none in August, 11 September, 09 October, 13 November and 11 December 2023. (AND Monday 20 March 2023 for the Annual Electors' Meeting. AND Christmas Carols Event to be Wednesday 20 December 2023.