

CHESTFIELD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 pm on **22 May 2023**

Present:

Parish Cllr Steve Bailey (re-elected as Chairman at the meeting)
Parish Cllr Chris Brealy (re-elected as Vice Chairman at the meeting)
Parish Cllr Bob Todd
Parish Cllr David Fitzpatrick
Parish Cllr Lorraine East (for part of the meeting)
Parish Cllr Anne Loder
Parish Cllr Mike Poole
Amanda Sparkes, Clerk to the Council
CCC Cllr James Flanagan
CCC Cllr Peter Old (for part of the meeting)
KCC Cllr Robert Thomas
No residents

1. Opening of the meeting

Cllr Bailey welcomed everyone to the meeting. The parish councillors have been elected for a 4-year term following the Parish Councils' 4-yearly Uncontested Election on 04 May 2023. They took up office from 09 May 2023. All Councillors have completed the Declaration of Acceptance of Office.

He RECORDED thanks to Pat Gibson who stood down at the May 2023 elections.

The ward councillors elected for a 4-year term are Liberal Democrat City councillors Cllr James Flanagan and Cllr Peter Old, both present at the meeting. Cllr Bailey commented that he and the parish council look forward to working together with them.

2. Election of Chairman for the year 2023-2024

Cllr Brealy proposed, Cllr East seconded and all councillors unanimously supported Cllr Bailey taking the Chair. Cllr Bailey accepted and signed the Declaration of acceptance of office. He commented that there is lots going on and reminded everyone that the parish council remains non-political.

3. Election of Vice-Chairman for the year 2023-2024

Cllr Loder proposed Cllr Brealy as vice-chairman, this was seconded by Cllr East, and Cllr Brealy accept the position.

4. Apologies for absence

Apologies for absence for this meeting were received and formally accepted from Parish Cllr Tricia Chapman (leave).

5. Members' Interests

None.

6. Minutes of the Annual Electors' meeting held 20 March 2023

RECEIVED the Minutes from the Annual Parish Meeting for Electors held on 20 March 2023 (and noted that these get approved at the 2024 Annual Parish Meeting)

7. Minutes of the parish council meeting held on **13 March 2023**

Cllr Brealy proposed, Cllr Fitzpatrick seconded and all Cllrs were happy that the Minutes be accepted as a true record of the meeting and the Chairman duly signed them.

UPDATES:

Visit to Grasmere Gardens development

The four show homes at Grasmere Gardens launched on 22 April 2023. The Clerk visited the Kitewood contact there on 28 April 2023. Some key points are:

- Solar panels:

The parish council has asked questions about the solar panels on the homes as some are being placed facing a northerly aspect. The Kitewood contact confirmed that all the houses except the two-bed Style A will have solar panels (the two-bedroom Style B does have solar

panels.) The placing/aspect of the panels will be dependent upon the roof plan/configuration in part – but the supplier has advised each location.

The solar panels will benefit their individual houses, with left over energy going to national grid. Buyers have the option to buy a battery.

The Kitewood contact has sent clarification on the PV panels in terms of supply/exporting:

“They produce electricity only - the other type of solar system is solar thermal which produces hot water. The power that is produced from the PV goes into the consumer unit and is then used by whatever appliances are using power at the time. If there’s more PV power than the house requires the excess is automatically exported to the grid. If there’s not enough solar power to run the house loads any additional power needed will be imported. The only way to store the power is in a battery or to divert it to a hot water cylinder via an immersion diverter. These can be retrofitted to the system if required. Whether the house needs one really depends on the occupant’s usage. If they are all out at work every day then a battery or immersion system would be a good idea. If everyone is home all day then they will use a lot of the power directly. Excess power can be sold to a utility via the Smart Export Guarantee scheme (SEG) although currently the SEG only pays about 5p/kWh so it’s not very lucrative.”

- **Social housing:**

The Kitewood contact confirmed that for the social housing all the materials/external appearance is the same as for the open market homes. The social housing is pepper potted throughout the development and social homes have the same amount of parking provision. Note that Moat Housing do have their own separate *internal* specification which differs.

- **Security overnight:**

Due to two break-ins in their compound at night (for materials theft) Kitewood has CCTV on the compound, and a security guard overnight outside the houses (although this was not budgeted for).

- **First occupations:**

There have been two exchange of contracts so far, one for a two-bed, and one for a 4-bed three-storey townhouse. The first occupations are anticipated for mid-June. There have been some further reservations.

- **New noticeboard:**

This has not been ordered yet as there are no occupations. Kitewood will place an order soon.

Maydowns Road former rose bed area

NOTED that the Clerk and Cllr East have undertaken bulb and other planting.

Plaque to mark the grant given to Chestfield Cricket Club

RESOLVED wording for a small plaque to mark the grant given to Chestfield Cricket Club as “Community grant given by Chestfield Parish Council in March 2023 to Chestfield Cricket Club to facilitate disabled access and disabled toilet.”

8. Adjournment of the meeting

As there were no residents present there was no adjournment.
The meeting continued.

9. City Councillor report – Cllr Peter Old

CCC Cllr Old explained that he and CCC Cllr Flanagan are both determined to work with the parish council and for local residents. It has been a busy 18 days since the election and there have been many changes across the district which is now made up of 18 Labour, 9 Liberal Democrats, 7 Conservative and 4 Green members. They have inherited the Cabinet Model of administration which is fixed for five years (with another four to run).
Cllr Old advised that he is going to be on the planning committee.

10. City Councillor report – Cllr James Flanagan

CCC Cllr Flanagan explained CCC now has a Labour/Liberal Democrat coalition. The Cabinet consists of 9 councillors, divided by the voting allocation – so 6 Labour and 3 Lib Dems. The new Leader of the council Labour Councillor, Cllr Alan Baldock, was elected last week along with the

new Deputy Leader, Cllr Michael Dixey, a Lib Dem Westgate councillor. Cllr Mike Sole was assigned to Finance, Cllr Alex Ricketts to Tourism, and other roles such as housing, waste, etc also assigned. There is a new role “Coastal Towns” too.

Cllr Jean Butcher is the Lord Mayor – the first Labour Mayor for several years.

Working arrangements have begun. The new council has inherited policy overlaps for 100 days.

(Cllr East left the meeting at this point.)

Cllr Flanagan advised that the new council is setting up a working group to revisit the Canterbury District Local Plan (CDLP) – this working group will be a cross party group. They are looking to shorten the CDLP period from 2045 to 2040 to reduce housing numbers by 1,200 per year, so 6,000 less in the new plan period. They will look to remove unpopular strategic sites from the earlier consultation – Cllr Flanagan advised he was unable to mention which sites to avoid predetermination.

Cllr Todd commented that if there are valid grounds, he would support the removal of Chestfield’s strategic sites but not if it was just fighting against as Nimby’s. Cllr Bailey confirmed the concerns about infrastructure are paramount, and that he and the parish council would be happy to work with the new city councillors.

Officers are still going through the consultation responses. The working group may go back out to a Call for Sites but the new local plan adoption deadline being worked to is the end of 2023.

Cllr Flanagan explained that the traffic zoning in Canterbury and the proposed bypasses are to be revisited and removed. Cllr Bailey commented that the previous administration had already decided to abandon the zoning proposal. The congestion charge has not been ruled out.

Cllr Flanagan advised they are looking at bringing back the Canterbury market, reopening of the Sturry Road Park and Ride, and reinstatement of a Chief Executive, although funding is tight.

Cllr Bailey wished all CCC Cllrs all the best of luck and said he was happy to help.

11. KCC Cllr Robert Thomas report

KCC Cllr Robert Thomas offered congratulations to all those elected and recorded thanks to Pat Gibson and Ben Fitter-Harding. He explained that he had worked a term previously with Cllr Flanagan who had been a very hard working councillor. He looks forward to working alongside him and Cllr Old.

Cllr Thomas explained that KCC is working for improvements at Ham Shades Lane and would advise more in due course.

For the CDLP, KCC links into this around planning for adult social care and highways in particular. He commented that he would be interested in the applications that may be submitted in the short term as the issues around the Stodmarsh water, and the presumption in favour to grant due to not meeting housing delivery rates remain.

Cllr Thomas advised KCC is currently considering cost saving measures around the Household Waste and Recycling Centres, with proposals for Faversham and Richborough to close, and some to reduce to 5 day opening per week – although it is not clear which days and if there would be co-ordination between sites. Cllr Bailey commented that he can understand the reasons but the fear would be an increase in fly-tipping.

12. Annual Subscriptions

Annual subscriptions: Cllr Todd proposed, Cllr Bailey seconded and all councillors RESOLVED to renew:

- (a) Kent Association of Local Councils;
- (b) Society of Local Council Clerks; and The Association of Local Council Clerks;
- (c) Campaign for the Protection of Rural England;
- (d) The Information Commissioners Office
- (e) Satswana Ltd

and RESOLVED that payment be by variable direct debit for the BT quarterly telephone bills; and the £35 annual subscription to the Information Commissioner’s Office (ICO).

Financial Regulation 15.5 states: All appropriate members and employees of the council shall be included in a suitable form of security or fidelity guarantee insurance which shall cover the maximum risk exposure as determined annually by the council. NOTED that has been reviewed – the Insurance renewal from 01 June 2023 has the Fidelity Guarantee set at £250,000.

13. The General Power of Competence

Cllr Bailey proposed and Cllr Brealy seconded and all councillors RESOLVED that the parish council meets the qualifying criteria for this, having a CiLCA qualified Clerk and more than two-thirds of councillors elected at the May election, and the council therefore ADOPTED the General Power of Competence for the next 4 years.

14. Cllr responsibilities for 2023 – 2024

Cllr Bailey asked all councillors to consider councillor responsibilities for 2023 – 2024 and advise him and the Clerk if they wish to relinquish any role or take on a new role. This will be revisited at the next meeting.

15. Model Standing Orders

Cllr Todd proposed and Cllr Poole seconded and all councillors RESOLVED TO ADOPT new Standing Orders to reflect the latest NALC Model template. Cllr Todd commented that a change to the colours of the bullets be considered for accessibility ease – the Clerk will change these and upload the new document to the parish council's website.

16. Model Financial Regulations

NOTED that there have been no changes since the last review and adoption of the parish council's Financial Regulations and RESOLVED therefore to continue with them as last adopted until changes are made to the NALC Model.

17. Revised bank mandate

Cllr Brealy proposed, Cllr Fitzpatrick seconded and it was RESOLVED that a new Bank Mandate be sent to Unity Trust bank to remove Christopher Ellis and Pat Gibson's bank access and add Cllr Mike Poole as a new signatory – the Clerk had prepared a mandate and this was signed by Cllr Todd and Brealy as existing signatories.

18. Year End 2022-2023

For Annual Return 2022-2023

RECEIVED AND APPROVED:

- i) The Year End Bank reconciliation to 31 March 2023 – year end balance is £109,109.24.
- ii) Finance Risk Assessment
- iii) The Parish Council's Statement of Internal Control
- iv) The Parish Council's Statement of Accounting Policies
- v) The Internal Auditor's report and NOTED the Internal Auditor completed Section 4 of The Annual Governance & Accountability Return (AGAR Form Part 3)
- vi) Breakdown of Income, Staff Costs and All Other Payments in 2022-2023

19. The Annual Governance & Accountability Return (AGAR Form Part 3) for the financial year ended 31 March for submission to the external auditor Mazars:

Section 1 : the Annual Governance Statement – Cllr Todd proposed, Cllr Brealy seconded and it was RESOLVED to accept Section 1 in advance of approving Section 2 - and section 1 was duly signed by the Chairman.

20. Section 2 : the Accounting Statements –

NOTED that the figures for 2021-2022 in Section 2 have been RESTATED as the £141.00 payroll services shouldn't be included in Box 4 Staff Costs – they are contractors and therefore an administrative cost, not a staff salary cost. Practitioner's guide states: *"The amount in line 4 should comprise gross salary, employer's National Insurance, employer's pension contributions and any taxable allowances processed through the payroll"* and *"Payments for agency staff and other contractors should go into box 6"*.

Cllr Todd proposed, Cllr Fitzpatrick seconded and all councillors RESOLVED to approve Section 2 – and the Chairman duly signed the AGAR.

AND RECEIVED:

- Statement of Variances proforma and the explanations of significant variances.
 - Ear Marked Reserves schedule up to 31 March
 - The Parish Council's Register of Fixed Assets at 31 March
 - Community Infrastructure Levy (CIL) Schedule of payments and receipts for 2022-2023
- the Clerk will return this to CCC and upload to the parish council's website as this is a CIL requirement to do so.

AND NOTED that the council will make arrangements for the exercise of public rights for the period 05 June to 14 July 2023, publishing, before 03 June 2023, the Notice of Public Rights (and a declaration that the accounting statements are as yet unaudited), along with Publication of the Annual Governance & Accountability Return Section 1 and Section 2 (approved and signed), along with a copy of the Internal Auditor's report, on both its parish noticeboard(s) and website

NOTED that the Accessibility Statement on the parish council's website has been reviewed.

21. Use of Section 101

Use of section 101 Scheme of Delegation to the Clerk in conjunction with a minimum of two councillors since the last meeting: Order placed for a replacement "No Parking, Turning Point" sign for Fern Close, cost tbc. The last one cost £18.

The Clerk explained she had received an email the day of the meeting from the parish council's contractor about summer bedding for the play park Planters – so too late to be added to the agenda. The cost is a 14% uplift on last year's planting, maintenance, and watering. Cllr Bailey proposed and Cllr Todd seconded that this be accepted.

22. Authorisation of Accounts

The Clerk presented finance sheets detailing the further online payments for March of £7,325.79 and payments for April totalling £7,688.51 and payments for May to date of £5,110.11. The finance sheets were signed by the Chairman.

23. Financial matters

- a) RECEIVED the bank statement and bank reconciliation for April 2023 and RESOLVED the signature of a councillor other than the Chairman thereon;
- b) NOTED that on 09 March 2023 the Clerk submitted an online VAT Refund claim for the period 01 October 2022 to 28 February 2023 totalling £932.06. This was paid by HMRC on 16 March 2023.
- c) NOTED notification received on 23 March 2023 that the BT bill will be subject to an annual price increase beginning on 1 April 2024, increasing by the Consumer Price Index (CPI) rate of inflation published in January each year, plus 3.9%.
- d) NOTED a payment taken by direct debit on 08 April 2023 of £327.48 for the quarterly BT bill.
- e) NOTED a payment of £64,673 paid by BACS from CCC on 25 April 2023 for the precept for 2023-2024.
- f) NOTED a payment of £35.00 to be taken by direct debit on 13 June 2023 for the Information Commissioner's Office (ICO) annual fee.
- g) NOTED the income and expenditure breakdown of the community quiz held on 21 April 2023 and that a profit of £239.02 was made towards the August Community Fun Day budget.
- h) Councillors RESOLVED to invest £25,000 in a HSBC money market 3 month deposit. Cllr Todd asked the clerk to make enquiries about interest rates on a longer term investment.

Chestfield Community event Monday 28 August 2023 at Chestfield Cricket club

The Clerk is progressing this. She recorded thanks to the cricket club manager. The Rotary Club has now confirmed that they will do a Splat the Rat stall. There is the possibility of a Ukulele band doing a session. There has been no response from the possible outside music duo. No stall holders have made enquiries so the Clerk will contact a couple she knows of. The Clerk will also make enquiries re an ice cream van, and a sweets and candy provider.

AMG Ambulance Group is offering a free demonstration of the defibrillator, covering from a person found unconscious, to calling 999, the defib process, through to what to expect on ambulance arrival –

they are not available to do this at the Fun Day so councillors discussed alternatives. It was agreed that the Clerk should speak to the Rotary club re their golf day as a possibility for this. Other options could be the Carols, or buffet events, or a fun day next year.

24. Paying for more trees at Radfall Recreation ground

The parish council has been progressing a resident's suggestion that the parish council pay for more new trees at the CCC owned Radfall Recreation ground – CCC has taken ground conditions into account and the existing tree stock, and has mapped and proposed 28 new trees. The Clerk recorded thanks to Cllr East who sourced a second quotation. A third was attempted by her but the nursery approached was unable to fulfil any of the order.

QUOTE 1: Local Nursery: £10,320 for the 28 trees, but not including planting and watering.

QUOTE 2: CCC Contracts £6,500-£7,500 for the 28 trees. CCC Contractors would plant in Autumn 2023. Planting and Watering costings in addition and awaited.

The Clerk was asked to get a third quote in light of the high costs. And check that the CCC quote covers future tree maintenance and comes with a 12 month guarantee on the trees and that if any fail that they would be replaced free of charge. Councillors felt again that no decision could be made without full costs. This item and any tree planting was therefore deferred again.

KCC Cllr Thomas suggested the Clerk speak to him about possible KCC tree funding.

25. Resident request for new trees in Cherry Orchard

Councillors considered two residents' new requests that the parish council pays KCC to plant and water new cherry trees outside No. 22 and No. 37 Cherry Orchard at the last meeting and resolved that the Clerk should seek costs from KCC. The request for No. 37 cannot progress as there is a gas main and the Clerk has advised the resident. KCC has advised cost for the tree is £110.00 and the overall cost for the planting is £362.16. That is calculated on last year's prices from their contractor though so will be subject to a slight increase in the new financial year.

Cllr Brealy explained he had visited the area and the verge in front of No. 22 is very narrow and there is a tree in their front garden already, which could potentially cause future tree conflict. There are a lot of existing trees in the vicinity with several spaces elsewhere in the road that might be better locations to spread trees out rather than concentrate them in one section – utilities permitting – and of course if residents put in a future request to be considered. Councillors discussed and felt that to agree this one would set a precedent for further requests.

It would be cheaper for the parish council to speak to the resident and offer that the parish council buy them a tree for their garden rather than KCC putting one on its verge – but provided the resident takes over watering and future maintenance responsibilities. The Clerk was asked to speak to the resident with this proposal.

26. Clerk's Report

NOTED that the Coach for the Petanque court at Chestfield Cricket Club advised the Clerk on 04 May 2023 that they have received some funding for improvements to the surface of the court – and will be putting some extra surface over the top of it, to combat issues of it being waterlogged and frozen during the winter. There will be no changes to size or access.

27. CT5 Peoples Forum

The CT5 Peoples Forum is campaigning for a Town Council for Whitstable to cover the non-parishes areas of CT5. A member of the Forum has asked to meet with the Chestfield Chairman and Clerk, date tbc.

There is a public meeting on 07 June 2023 at 7pm at The Umbrella Centre in Whitstable for any CT5 resident to attend – there will be several key guest speakers to talk about the benefits etc of parish/town councils.

28. Environment

UPDATE re residents' concerns re parking problems at Radfall Recreation ground

Re possible car park extension at Radfall Recreation ground – RECEIVED the clerk's writeup of a virtual meeting held with CCC officer on 16 March 2023 as follows:

Concerns re parking near Radfall Recreation ground

Parking capacity and on-Street nearby parking can be an issue for sports use at the recreation ground at weekends.

I) *Request for provision of a stretch of double yellow lines*

TO NOTE CCC added a proposal themselves on next year's annual parking review for No Waiting yellow lines between 8.30am to 6.30pm to be provided opposite the recreation ground entrance from 139 Chestfield Road to the junction with Molehill Road. There were objections received during the public consultation which were considered by the Joint Transportation Board on 14 March 2023. The JTB decided to follow the officers' recommendation to only put yellow lines at the Molehill Road junction and to wait to see the effect of (the potential of) increasing the size of the recreation ground car park:

II) *Car park extension and/or widening of the access/egress*

For possible hedge reduction and/or carpark extension at Radfall Recreation ground a meeting was held with the CCC Leisure and Open Spaces officer on 16 March 2023. Cllrs Todd and Fitzpatrick and the Clerk attended this.

The parish council felt there are two options:

- a) To extend the carpark and add more spaces - There is scope to extend the carpark to add additional spaces. Whilst a carpark extension was explored by the Parish Council with CCC in 2011, this proved very unpopular with Chestfield residents living nearby and was not pursued. There may now be a change of opinion and Cllr Fitzpatrick has done a drawing for a carpark extension.
- b) To widen the entrance to enable dual access and in and out simultaneously – the parish council has received anecdotal feedback that some drivers don't like to use the car park because the entrance width only allows one vehicle to travel in or out at a time. This would however cause the loss of two existing parking spaces.

The CCC officer made several comments:

- CCC did extend the carpark many years ago. Extending again now is CCC's least favourable option – CCC is not keen to do this as an extension would eat into valuable open space.
- Radfall Recreation ground has good parking capacity compared to other grounds.
- Parking over open space is controversial – versus climate change and the push for increased walking/use of public transport.
- CCC rationalised and reduced its sports pitches some years ago (based on usage, maintenance and existence and condition of any pavilion.)
- Section 106 developer contributions (such as from the Brooklands Farm development) would have no off-site requirement if the provision is made on-site. Even so the lead in time for payment would be a long way off and triggered by x number of houses becoming built/occupied.
- CCC has no funding for any extension.
- If CCC were to explore an extension then CCC would take the lead and their own engineers would work up an extension scheme.

The parish council, if councillors wish to pursue this, needs to look at all other options first:

- CANENCO do the sports bookings – the officer will ask them for information.
- CCC could potentially limit/reduce the number of teams at any given time – subject to any legal agreements (Property Services) – and looking at the possible knock-on effects on other CCC pitches.
- The officer suggested facilitating a meeting/dialogue with the parish council with all the sports clubs that use the site and ask questions, including:
 - i. Where are users coming from?
 - ii. How far are users willing to travel?
 - iii. Can parking on-Street be reduced?
 - iv. Is there scope for car-share and/or greater use of public transport?
 - v. Is there a reluctance to use the car park?
 - vi. Is there a reluctance to use the car park because of the width of the entrance? What are the issues if users are not using the carpark? Etc.

Also discussed:

c) *TO CONSIDER lowering the hedge height on the Chestfield Road frontage:*

One of the reasons residents were opposed to any car park extension in 2011 was because of reported anti-social behaviors taking place in the car park. The parish council could offer to pay for the hedge height to be reduced to around 2.5 foot in height to improve natural surveillance?

The officer did not support this – the hedge gives both a visual and sound buffer.

What is the nature and frequency of the antisocial behaviour? The officer felt antisocial behaviour is subjective, and proportional, and questioned what impact it actually has, and whether the Community Safety Unit/PCSO has any statistics.

UPDATE from officer by email received 09 May 2023: CCC has discussed this internally now and whilst appreciating the concerns raised, do not support extending the current car park. CCC feel that the existing single width entrance/exist could be made wider to accommodate cars entering and exiting to alleviate that issue, but that would result in the loss of around 2 of the parking spaces

The parish council feel an extension to the car park does not result in any loss of pitches. The issue is funding. Cllr Bailey offered to brief and discuss this with the new city councillor James Flanagan.

Herb Planters at WI Hall

Cllr Bailey advised that he has had many emails recently about the small grey pots alongside the herb Planters – the WI asked for them to be removed citing safety grounds. They are currently now in his garden but can't stay there as they belong to the taxpayer. People have asked him if they could be moved to a more central location with parking. Lots of people also think this is a WI initiative rather than the parish council's. Cllr Bailey proposed to explore KCC permission to move the current community herb boxes and tubs from the WI Hall to the entrance to the play park at Chestfield Road next year – other councillors agreed. Cllr Todd felt the risk of vandalism/mis-use might increase. Cllr Bailey felt that if the herb Planters stay at the WI Hall then the parish council should seek a long term agreement about them.

Drainage culvert, Molehill Road and inappropriate construction traffic

Several residents have reported to the clerk that construction vehicles for the Oxenden Park Greenhill development are using Molehill Road, which has a weight limit applied. The Clerk will in the first instance investigate the Construction Management Plan to check.

A drainage culvert has damage to it and the vegetation over the ditch has not been cut – the Clerk has reported both to KCC and advised these are in hand.

29. Planning

Current planning matters and planning applications are contained in Appendix 2 of Cllrs meeting paperwork - that had been previously circulated to all Cllrs. Decisions reached and latest information is now attached as an appendix to these minutes.

The Clerk thanked Cllr Fitzpatrick and Cllr Todd for their help.

Maydowns Road sewer connection to serve the Greenhill development

NOTE a response from Southern Water was made under the Environmental Information Regulations 2004 and received on 31 March 2023, to the parish council's Freedom of Information Request of 07 February 2023 re application CA/21/01430 – foul drainage discharge condition for the new Greenhill development of 450 homes and its proposed connection into Maydowns Road. (CA/21/01430 has now since been approved. Full information on the Planning Appendix appended to these Minutes).

NOTED that City Cllr Peter Old is trying to get a Zoom meeting arranged.

Strategic housing development sites

The previous CCC administration's draft Canterbury District Local Plan (CDLP)

(www.canterbury.gov.uk/localplanmap) proposes two strategic housing/mixed use sites for Chestfield:

- a) Brooklands Farm (1,300 dwellings, a primary school and a Special Educational Needs school)
There is no update at this time.
- b) Bodkin Farm (for a secondary school with sixth form, and now 300 houses)
The development team has asked for a virtual meeting with the parish council to give an update following further discussions with CCC, and KCC as the local education and highways authority, and NOTED public consultation for Maydowns Road residents only initially is being set up by the development team in June – with a view to them offering wider community participation to follow.

The meeting closed at 10.15pm.

Signed: Date:
Chairman

Please note these Minutes remain as draft Minutes until they are approved by the parish council at their next parish council meeting

Dates of planned full parish council meetings: 10 July, 11 September, 13 November 2023.

**CHESTFIELD PARISH COUNCIL
PLANNING REPORT, 22 May 2023**

APPENDIX 2

CA/21/01430 | CA/21/01430 | Details submitted pursuant to conditions 19 (Surface water drainage strategy), 20 (Detailed surface water drainage strategy - for phases 1, 1a, 2, 3, 4, 5, 6 and 7 only) and 22 (Foul drainage) of planning permission CA/17/02907/FUL | Land South Of Greenhill Road Herne Bay

This application CA/21/01430, approved on 01 March 2023, details the surface water and foul drainage for the Greenhill development of 450 new dwellings – it involves new pipework running from the new development in Greenhill, in and along Molehill Road, past the solar systems, across open fields and then the new connection for waste removal into the network in Maydowns Road. Due to restrictions at the Swalecliffe Treatment works (due to environmental issues) there is no residual capacity within the local network. Therefore, until the capital works to upgrade their network, a limited discharge from the site is possible at the same connection point. (This has been confirmed by Southern Water.)

Southern Water has advised that to accommodate the prescribed discharge will take 24 months. An onsite large tank sewer in conjunction with the pump station has been procured by Bellway's civil engineering contractor to accommodate and store excess effluent. This tank will form part of the onsite drainage works to be adopted by ICOSA Water as part of the S104 Agreement once the development is completed and is sized to accommodate flows from the completed site of 450 units. This tank sewer will provide a facility to store flow from the site in the interim and for it to be removed and discharged to Swalecliffe by Southern Water on a temporary basis by tanker. The pumping to Maydowns Road will only take place when there are circa. 100 occupations as the pump could not operate until that time.

A Freedom of Information Request was made to Southern Water's Senior Future Growth Planner by email on 07 February 2023 as detailed in the last (March 2023) meeting minutes.

TO NOTE a response from Southern Water was made under the Environmental Information Regulations 2004 and received on 31 March 2023, to this Freedom of Information Request of 07 February 2023.

UPDATE: The Clerk spoke with the ICOSA representative on 06 April 2023. Unfortunately, Southern Water postponed the meeting scheduled for that morning – they had wanted a rep from their engineering department to be present to explain what the reinforcement going forward would consist of, but the engineer was not available.

ICOSA have therefore emailed over the queries relevant to the Southern Water public sewer department for reply. The Icosa rep has also said he would forward any developer related enquiries over to Bellway.

For the Icosa related queries, he has sent answers to a colleague to ensure he has adhered to GDPR. Once he gets the approval, he will send these over.

He explained that the installation of the pump, chamber and rising main has gone quicker than expected – although with the “3 month notice” Notice the earliest they can legally get entry and break into the manhole at Maydowns Road is from 02 May. However, there is some reassurance at present – when the Clerk asked if the parish council could pay for a blanking cap here, he advised it's not an issue as firstly a cap will be put on anyway, and secondly, there is no connection at Oxenden Park/Thornden Wood Road – a section of it has not been installed – and it remains unconnected – and will be done by someone else at a later date. The Icosa rep will ask Bellway when this might get done.

TO NOTE the following update letter dated 22 April 2023 was delivered to Maydowns Road properties:

Dear Resident,

CA/21/01430 | Details submitted pursuant to conditions 19 (Surface Water Drainage Strategy), 20 (Detailed Surface Water Drainage Strategy) and 22 (Foul Drainage) of planning permission CA/17/02907/FUL | Land South Of Greenhill Road Herne Bay

I am writing further to our letter in February to you all with updates on planning application CA/21/01430 which includes details of the foul drainage for the Greenhill (Oxenden Park) development of 450 new dwellings.

Since then, this application has been granted, and work undertaken to run new pipework from the new development in Greenhill, in and along Molehill Road, past the solar systems, across open fields and then to Maydowns Road.

Chestfield Parish Council shares many Maydowns Road residents' concerns that there is insufficient capacity in the network at Maydowns Road (and indeed the bottom of Chestfield Road) to cope. (More information can be found in our Minutes on our website at <https://chestfieldparishcouncil.gov.uk/parish-council-minutes/>)

Chestfield Parish Council has been in dialogue with both the City Council and Southern Water planning departments since May 2022, and more recently with ICOSA Water.

Icosa Water have been contracted by the Developer Bellway (not Southern Water) to install the rising main, from the Oxenden Park development to the selected chamber at the top of Maydowns Road. Southern Water legally must provide a point of discharge for the rising main to discharge into the existing public sewer network but have no responsibility for the Rising Main. ICOSA is a Water Company that will eventually adopt Oxenden Park, pay for the water supplied to the development, and will also pay for foul water discharging from the development. ICOSA will be responsible for the ongoing maintenance of the pipe to the top of Maydowns Road.

The pipe is installed by digging a series of pits, drilling from pit to pit, and feeding pipe through, connecting pit to pit. **Responsibility for the Chamber at the top of Maydowns Road and downstream remains with Southern Water who will remain the owner of the chamber and the downstream network.**

As mentioned within our February letter, we advised that we had made a Freedom of Information request to Southern Water in which we asked a catalogue of salient questions regarding Southern Waters' plans for any future connection and discharge proposals.

Whilst Southern Water pointed out that as a Private Company they were not duty bound to respond to our FOI request, they have answered in compliance with their own Environmental Information Regulations (2004).

In their reply, Southern Water have advised that they are currently undertaking a catchment study which is designed to enable them to deliver the most efficient programme at the best cost to their customers. Furthermore, they have confirmed that they will (quote) *"endeavour to consider options that will improve the current service level where possible and cost beneficial when reviewing options to accommodate growth in the catchment."*

Please be assured that your Parish Council will continue to press for the findings of such a study through continued dialogue with all parties. We have also held very informative discussions with ICOSA with regards to their contracted works in regards to the installation and connection of pipework within the drainage chamber at the top of Maydowns Road. As discussed at various meetings, we enquired as to the viability of installing a blanking plate or spool piece to ensure that no flow of discharge could occur, although have been advised that this would not be necessary as the source connection point (ie at the Oxenden Park site) has yet to be installed, and therefore any discharge of waste – whether intentional or otherwise – is not a possibility at this particular stage. The planned brake/holding tank which will ultimately regulate any discharge flow rates has also yet to be installed. As previously advised, Southern Water will work with the Oxenden Park development company to continue to use tankers to transport waste water and sewage from the site until such times that they have satisfied all conditions and agreements with Canterbury City Council made in October 2022, that no 'live' connection can be installed until such times that network reinforcements to give capacity improvements are made.

Examples of Network Reinforcement can be:

Clean Pipes.

Clear roots.

Lining pipes.

Upsizing pipes.

Storage tanks , both inline & offline

Monitoring (telemetry, which gives a remote alarm if an issue is identified on the network)

The connection into the manhole on Maydowns Road will take place after expiry of the Land Entry notice in early May. At this time ICOSA has no planned date for this.

The Oxenden Park on-site rising main is to be installed by Bellway's onsite contractor, and as yet we're not sure when this will take place. DT/Icosa has responsibility to install the rising main from opposite the Oxenden Park site entrance approximately 1.5km to the point of discharge on Maydowns Road. The on site contractor is installing approx. 500m of rising main on the site, then will cross Thornden Wood Road & connect onto the rising main installed by DT/Icosa) – an update, however, is that the connection to the Oxenden Park end of the project has been delayed as Highways have raised issues regarding the pipe crossing Thornden Wood Road. It is anticipated that that connection at the Oxenden Park end will not take place until early May.

Chestfield Parish Council remain very conscious of the ongoing concerns and consternation of all residents regarding this issue, but please remain assured that we will ensure that you are kept updated with factual content and advice.

Some questions passed to Bellway and Southern Water are awaited.

A further "7 day" statutory notice was served on 27 April 2023 by ICOSA to allow access onto the site where the majority of works will be undertaken, ie the farmers field at the end of Maydowns Road. The point of discharge will remain the existing public sewer manhole at the end of Maydowns Road, there will not be a connection anywhere else.

On the return to site to complete the installation of the remaining pipework and make connection to the existing public sewer, the site compound will be provided as close to the break chamber as possible, within the field. This minimises reinstatement once the work is completed. The plant required will stay on the site until the work is completed. Apart from the connection into the public sewer manhole, there will be no other works completed by Icosa/DTC on Maydowns Road.

The notice was served to transport the plant on site, then off site once the works are completed. Access over this road is now legally permitted as the notice period has expired. There remains no planned date for the installation to be completed.

There will be no upgrading of the chamber carried out by Icosa/DTC, as this is a Southern Water asset, so any upgrading would be up to Southern to complete.

Email update from ICOSA rep received 19 May 2023 advised, "ICOSA have a planned start date of 30th May 2023 for the completion of the rising main and connection into the public sewer on Maydowns Road. I believe our land agent has been recently been in contact with Maydowns Road Residents Association and is due to meet them on site at some point prior to the installation to discuss any concerns regarding the noticing procedure, reinstatement etc.

As discussed previously, once the connection is completed, Icosa are willing to install a bung in the break chamber until the pump station is completed/functional, and the Southern Water public sewer is able to accept the agreed flows."

New Applications

47.	CA/23/00375 – 25 Grasmere Road Porch to front elevation	The parish council has no comments
48.	CA/23/00491 - Iwade , Radfall Road, Chestfield, CT5 3EP T.P.O. no 1 1957 - T1, English Oak tree -fell, T2 Oak tree-fell, T3 Oak treefell, T4 Oak tree - fell, T5 Oak tree - fell.	Noted. <i>This application was subsequently granted by CCC</i>

49.	CA/23/00270 - 97 Chestfield Road, Chestfield, CT5 3LU Single-storey rear extension following demolition of existing conservatory and new smooth render to all elevations.	The parish council has no comments. <i>This application was subsequently granted by CCC</i>
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1.	CA/23/00749 - Whitstable Rugby Club, Reeves Way, Chestfield, CT5 3QS Installation of 3 glazed padel courts with LED lighting and cafe/reception building. <u>What is Padel?</u> <i>Padel (or Padel tennis) is a mix between Tennis and Squash. It's a racket sport that combines action with social interaction and fun. It's an ideal game for all ages and abilities, as points are won by strategy more than by sheer strength and power.</i> <i>Padel is played in doubles on an enclosed court made of glass and mesh, which is a third of the size of a full-size tennis court. The game is easy to learn, making it ideal for families as it can easily be played with mixed skill levels.</i> <i>The correct name is padel, but the sport is sometimes referred to as paddle tennis or paddeltennis. Do you want to learn more about the differences between the most popular racket sports? Check out our article <u>Pickleball vs Paddle Tennis vs Padel</u>.</i>
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The following response was uploaded on 23 May 2023:

CA/23/00749 - Whitstable Rugby Club, Reeves Way, Chestfield, CT5 3QS

Installation of 3 glazed padel courts with LED lighting and cafe/reception building.

Chestfield Parish Council has reviewed this application and has the following comments:

Overall, the parish council is supportive of this proposal and wishes the Rugby Club every success with their venture.

The application states that the facility will be supervised throughout the day and evening, with the facility to close by 10pm. If CCC is minded to grant this application, the parish council would like both of these statements to be conditions please.

The Foundations for both the New Court Structure and Pavilion Building are close to the existing hedge row, therefore, damage to the hedge row roots is likely to occur.

The applications form states that there are 40 number existing car parking spaces for the Rugby Club and 40 number remaining – we believe this is not correct as the new Café/Pavilion is being built in the front disabled bay parking area - thus reducing the parking provision. Presumably a new disabled space will be marked out? The parish council's understanding is that there is an 'overspill' arrangement/agreement with the adjacent doctors' surgery car park – this should be also clarified in their application – especially as the closing time will be 10pm. There could be security issues?

The floodlighting needs to be detailed – it should be sustainable, and directional to the adjacent road - Reeves Way - to ensure that it does not affect/distract drivers using Reeves Way.

Any construction/permanent works should have no effect on the adjacent CW67 Public Right of Way. Please would the CCC Case officer check this.

A Construction Environment Management Plan must be submitted for approval for plans to mitigate noise, dust, temporary closure or diversion of the Public Right of Way, hours of work and deliveries.

The drainage proposals for both surface water and Foul drainage for the new development need to be agreed and confirmed with Southern Water.

This could be a fantastic and novel offering for the local area. It is not clear from the application whether it will operate under a membership, or usage fee? The parish council would encourage a discounted rate for Chestfield residents.

Notifications

CA/22/01637 - Thornden Wood, Thornden Wood Road, Chestfield Access tracks and 04 no. safety Bison link crossings together with viewing points across Thornden Wood.	GRANTED by CCC
CA/23/00128 - Billmeir, Molehill Road, Chestfield CT5 3PA Single-storey attached garage with store.	GRANTED by CCC
CA/23/00375 – 25 Grasmere Road - Porch to front elevation	GRANTED by CCC
CA/23/00270 - 97 Chestfield Road, Chestfield, CT5 3LU Single-storey rear extension following demolition of existing conservatory and new smooth render to all elevations.	GRANTED by CCC