

TO: ALL MEMBERS OF CHESTFIELD PARISH COUNCIL: Councillors are summoned to attend a meeting of Chestfield Parish Council on **MONDAY 13 November 2023 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 (both available on the Parish Council's website or from the Clerk on request), all councillors and members of public should announce at the start of the meeting whether they wish to record the meeting.

1. Chairman's Opening remarks
2. Apologies for absence
3. 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.
4. To agree as a correct record the Minutes of the last parish council meeting held **11 September 2023**
5. UPDATES (not covered elsewhere on the agenda)
 - TO NOTE a successful litter pick was undertaken on Sunday 15 October 2023
 - TO NOTE location for new noticeboard to be installed by Kitewood in Grasmere Gardens is still not quite ready for it.
 - TO NOTE Community Right To Bid legislation came in as part of the Localism Act. It means that the parish council may look to getting assets of community value in the village added to a register of assets, held by Canterbury City Council, whereby if there is any notice of their disposal or sale, the parish council be notified and the parish council/community then have a limited amount of time to raise finance and have a right to bid to buy the asset before it can be sold on the open market. (If any assets are successfully added to the register, this gives a right to bid on an asset - but not a right to buy).
TO NOTE decision notices of approval were received from CCC on 13 September 2023 and displayed to list the following Assets of Community Value:
 - i) Chestfield Road play area - Ref ACVFN55 - for play area excluding the KCC Highways verge at the front, and excluding the SERCO store.
 - ii) Radfall Recreation Ground -Ref ACVN57.
 - iii) Whitstable Rugby Football Club -Ref ACV56 - nomination for the land occupied by the Club House, the rugby pitch / open space and the car park area in front of the Club house - but excluding the area sub-let by the Rugby Club of the northern section of the site to the Chestfield Medical Centre.
6. **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.
7. TO RECEIVE City and County Councillor Report (if applicable)

TO NOTE notes from CCC's virtual Parish Engagement meeting held on 21 September 2023 were circulated, including the Parish Charter, the Local Government Boundary Commission warding arrangements (more information later on the agenda and on Clerk report), and a review by CCC on Polling Station arrangements (more information later on the agenda and on Clerk report)
8. TO DISCUSS and RATIFY that a resident's offer to develop one or more walks in the village "ideal for people with pushchairs, wheelchair users or for those who prefer flatter surfaces" be supported and progressed and subsequently promoted
9. TO NOTE 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 COMPLETE and 2 Cllrs to sign a further different change of address form request for the HSBC bank account
 - o TO NOTE the Clerk has undertaken the Advertisers' annual renewal exercise
 - o TO RECEIVE an end of Quarter Two Expenditure against budget headings, for information.
 - o TO NOTE that on 12 October 2023 the Clerk did an online VAT Refund claim for the period 01 March 2023 to 30 September 2023 totalling £600.14. This was paid by BACS on 18 October 2023.
 - o For Chestfield Parish Council's Emergency Plan - Cllr Todd and the Clerk are working on updating and condensing this. TO CONSIDER getting printed externally some hard copy large A2 size maps of both the overall parish and for individual areas to assist any response team(s) in an emergency.

- TO CONSIDER and RESOLVE Winter bedding planting for the Chestfield Road play park planters - recommendations, price(s) and timeframe requested to be provided at the meeting
 - UPDATE for The KCC "Kent Plan Tree" for more trees to be planted at the CCC owned Radfall Recreation ground: TO NOTE a public consultation drop-in style event for residents is being offered at the WI Hall on Tuesday 14 November 2023 from 6pm-8pm to seek residents' views - with a view to planting native species only in October 2024, next year.
 - Ahead of a potential grant application from the Fairways Management Company (for Birkdale and Carnoustie Close) - to receive verbal report from the Clerk following a meeting scheduled for 09 November - and TO DISCUSS and RESOLVE in-principle support for a grant to be submitted for consideration at the January parish council meeting for more trees/shrubs to be planted.
 - TO NOTE that the parish council's PROWs maintenance contractor has offered to keep prices the same for the 2024 season and TO RESOLVE to reappoint them for 2024 (Note the play park Planters winter and summer bedding and maintenance is separate to this).
6. Christmas Activities - TO RESOLVE actions for erection of Christmas Tree and banner and Christmas Lights competition again this year, and Carols event for Wednesday 20 December and other actions (more detail on the Clerk report)
11. CIL (Community Infrastructure Levy) -
TO NOTE the Neighbourhood Portion amount collected up until October 2023 for Chestfield Parish to be paid by bank transfer to the Parish Council by 05 November 2023 is £4,569.90, from the development CA/21/01750 Mayfield The Leas Chestfield (This saw two detached two-storey dwellings following demolition of the existing previous single-storey dwelling).
TO DISCUSS any thoughts on any eligible spend yet or whether to continue to save the CIL funding a bit longer (£3,744.68 is being held for the period to October 2022 and there are 5 years to spend it - so with this added total CIL funding held is currently £8,314.58)
12. PRECEPT AND BUDGET FOR 2024-2025
TO RESOLVE to set a precept as set out in the supporting document of either £74,854 or £71,434 for 2024-2025. This is an increase of either £10,181 - or £6,761 on last year's - equivalent to either a 15.74% increase, or a 10.45% increase supplemented by possible grant and/or business sponsorship for a community fun day in 2024 - or if fun day goes ahead without these to use unrestricted reserves.
To then RESOLVE a budget for 2024-2025 against the budget document figures, as a forecast of where the parish council plan to spend the money.
13. TO RECEIVE the Clerk's report, including correspondence (Appendix 4)
TO NOTE that on 10 October 2023 the Clerk updated the address and work phone number with the Jisc Service Desk support team for the government domain of chestfield.gov.uk

TO NOTE that the Clerk will attend the Southeastern stakeholder Forum day on 13 November 2023 to learn and receive presentations on planned new developments on its network
- Local Government Boundary Commission consultation on new council wards and ward boundaries for Canterbury City Council.**
The LGBCE is consulting on new council wards and ward boundaries for CCC until 04 December 2023. Draft recommendations will be published in February 2024, then the LGBCE will hold a further period of consultation on its draft recommendations. Final recommendations are expected to be published in July 2024. The new electoral arrangements will come into effect at the local elections in May 2027.
- Polling district review**
CCC has begun a review of the arrangements for polling districts and places in the Canterbury area. Proposals for future arrangements will be published on 30 October when a further period of consultation will start. More information on the Clerk report - and on the CCC website:
<https://news.canterbury.gov.uk/consultations/review-of-polling-districts-and-places/>
14. TO RECEIVE and Agree parish council meeting and surgeries dates for 2024:
Parish Council meetings: 08 January, 11 March, 13 May, 08 July, 09 September, 11 November 2024.
Surgeries: between 6.30pm and 7.30pm on dates above plus 12 February, 08 April, 10 June, none in August (summer recess), 14 October, and 09 December 2024.
Plus Annual Electors' Meeting Monday 25 March 2024.
Plus Christmas Carols event Wednesday 18 December 2024.
The Clerk will book the WI Hall for all of the above once ratified. And add the dates to the magazine and to the website.
TO CONSIDER Councillor Rota to cover and attend the residents' surgeries.

15. UPDATE on Two Thank You buffets for volunteers in January using the Chairman's allowance - these are now arranged for 3pm on Friday 12 January 2024 or 3pm on Friday 26 January 2024 and the Clerk is sending/has sent invitations out to these
16. TO NOTE the next community quiz at the cricket club is arranged for Friday 08 December 2023 starting at 7pm and has been advertised in the December magazine. TO DISCUSS AND RESOLVE allocation of profits. TO DISCUSS AND RESOLVE quizmaster questions and score sheets, raffle prizes, catering etc
17. Environment
 - TO NOTE the Temporary closure of Public Footpath CW88 on Grasmere Pasture has been extended for a further 12 months, until the 18 October 2024.
 - TO CONSIDER Kent County Council (KCC) consultation running until 10 January 2024, on proposals for new and improved walking, wheeling and cycling routes, as part of its first Kent Cycling and Walking Infrastructure Plan (KCWIP). www.kent.gov.uk/KCWIP shows the routes and zones on interactive maps and people may comment directly on the proposed amendments and complete the consultation questionnaire. And TO NOTE a public drop-in event on 16 November, 2-7pm at The Guildhall.
18. Highways - TO DISCUSS a resident's request for a stretch of double yellow lines opposite the Primrose Way junction on Chestfield Road and whether this should be submitted to CCC for the Annual exercise, on safety grounds.
19. Planning - TO RECEIVE Planning Report including current applications (appended to the Minutes as Appendix 2)

TO NOTE further virtual online training from CCC for Parish Councils - the CCC Head of Planning and Health and the Planning Manager are offering a session to focus on how parish councillors can best get involved in the planning process. Either Tuesday, 16 January 2024 (11:00am - 12:30pm) or Tuesday, 23 January 2024 (5:30 - 7:00pm)

TO DISCUSS whether or not to continue the previously agreed principle of the parish councillors having without-prejudice pre-engagement with developers of larger strategic sites

Proposed development for Bodkin Farm

The external strategic development team held two workshops for Maydowns Road residents only in October. The applicants submitted an Environmental Impact Assessment (EIA) Scoping Opinion to CCC on 23 October 2023, as follows:

CA/23/01964/EIA - Bodkin Farm, Thanet Way

EIA Scoping opinion request for a mixed use development for up to 300 dwellings, 80 bed care home, a secondary school with sports pitches, a local centre with retail units, associated infrastructure including access off Thanet Way, open space and landscaping. (As a reminder, an EIA Scoping Opinion is required to inform them of the extent of issues required in the Environment Statement that will be submitted alongside the outline planning application for the site. Although requests for an EIA Scoping Opinion are not planning applications, and not open to public consultation, they are made publicly available and viewable on the CCC Planning Portal).

16. Close of the meeting

Dates of planned full parish council meetings: 13 November 2023. Christmas Carols event 20 December 2023.

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 and/or the Clerk. Dates of surgeries for residents: from 6.30pm - 7.30pm - 13 November and 11 December 2023.