

CHESTFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 10 JUNE 2013

Present: Parish Cllr Steve Bailey (Chairman)
Parish Cllr Christopher Brealy (Vice-Chairman)
Parish Cllr Len Claisse
Parish Cllr Chris Ellis
Parish Cllr Tricia Chapman
Parish Cllr Joe Hunter
Parish Cllr Eileen Watkins
Parish Cllr Adrian Young
1 x Vacancy

Guest Speaker, Rachael Spencer, Kent Fire and Rescue Service*
PCSO Jade Hoyle *
City Cllr Jenny Samper*

Ms Amanda Sparkes, Clerk to the Council

5 x residents

* For part of the meeting

30. **OPENING REMARKS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

31. **MEMBERS' INTERESTS and REQUESTS FOR DISPENSATIONS**

There were no declarations of interest or requests for dispensations.

32. **GUEST SPEAKER RACHAEL SPENCER, COMMUNITY OFFICER KENT FIRE AND RESCUE SERVICE**

Rachael gave a presentation on how Kent Fire and Rescue Service (KFRS) help and support vulnerable people. Nowadays they do a lot more preventative work to stop fires occurring, and they now attend more road traffic incidents than fires.

KFRS offer a free home visit to a wide range of people, including anyone aged over 65, smokers, anyone disabled, or living in rented accommodation.

KFRS have a vulnerable persons team of six officers who are also KCC trained in home care, and who deal with over 200 referrals a month. A key part of their job is referrals to other agencies, such as befriending, age concern, and care homes. They visit free of charge and give or loan equipment free of charge.

Rachael explained their officers are signed up to the Dementia pledge; this and domestic abuse are two of their key priorities.

Rachael demonstrated smoke alarms, set off by smoke and / or heat; also ones for hearing impaired and the visually impaired. Cooking smoke does not set these off.

Rachael explained that risk reduction measures include:

- An adapted ashtray
- Fire retardant spray for carpets, chairs, curtains and upholstery etc
- Fire retardant bedding packs
- Letterbox sealing for victims of domestic abuse and provision of an external post box
- Hob Angel – a timer switch for electrical hobs)
- Manual timers also
- Heat detectors in kitchen
- Plug socket covers and thermostat covers

Rachael explained needs are assessed on an individual basis but KFRS also look for an

Individual's long term solutions. Rachael explained the three main causes of fires in the home are portable heaters, smoking and kitchen appliances. Hoarding is an increasing problem and referrals for this are increasing but the individual has to want to be helped.

Rachael advised KFRS have engagement teams in schools and at events and a fire setting programme to educate people and children.

If anyone knows of a vulnerable person who may benefit from KFRS service contact 0800 923 7000 or email vulnerable.people@kent.fire-uk.org

33. The meeting was adjourned for parishioners' questions.

A resident spoke about the state of the grass verges through the village. The frequency of cuts has been cut back by Kent County Council, and some residents have started cutting sections themselves. The Chairman commented this is just another effect of budget cuts, but he would not encourage residents to cut themselves because of the dangerous proximity to the road. Recent wet weather has problem also not helped the vegetation problem. City Cllr Samper commented that there are two contracts – one at KCC Highways and one at CCC; KCC made the conscious decision to reduce the number of cuts and reduce the number they commission CCC to undertake. She commented that there have been some benefits in some areas such as increased biodiversity. The parish council did not want to take over responsibility for cutting the verges as this would impact on the residents' precept/council tax.

A resident commented that the goal in the play park by The Ridgeway is held in by a concrete block but this concrete block is visible and needs attention. The Clerk will report this.

A resident asked if it would be possible to have a dog bin installed at Kendal Meadow/The Drive area; Cllr Ellis knew the location, but in the first instance the Clerk must establish that CCC would be happy to add this to Serco's emptying schedule before the parish council consider purchasing and installing one. City Cllr Samper commented at this point that one of her pet hates was that people use normal carrier bags to collect dog faeces but they should really be encouraged to use biodegradable bags instead, which most supermarkets stock.

A resident commented on a new planning application that she felt was overbearing and detrimental to the enjoyment of her property.

The meeting continued.

34. **MINUTES OF THE MEETING HELD ON 13 MAY 2013**

The Minutes were accepted as a true record of the meeting of the Chairman duly signed them.

35. **ACTION LIST APPENDIX 1a**

The list was presented to Cllrs prior to the meeting.

36. **POLICING AND NEIGHBOURHOOD WATCH**

PCSO Jade Hoyle advised that there had been an offender caught for a recent burglary. The number of burglaries for the area is down. Police encourage people not to leave valuables in sheds or garages. She also reported no antisocial behaviour calls in the last six weeks.

A new team called Operation Hyena are targeting burglaries and other crime.

Jade also explained the service had been short of PCSOs in the area but there are four new recruits currently. She is able to attend the September parish council meeting but also agreed to send the Clerk monthly reports for the other meetings.

NEIGHBOURHOOD WATCH

Cllr Claisse advised of one report this month of a theft of two chainsaws from a property in Radfall Road.

37. CITY CLLR REPORT

City Cllr Jenny Samper urged residents to look in to the new Local Plan consultation from 20 June to the end of August.

38. PLANNING

Councillors considered planning applications and tree works in Appendix 2 previously circulated. Decisions reached and latest information now attached as Appendix 2 to these minutes.

Cllr Chapman commented that the Commemorative Oak sapling planted last year was in leaf and growing well and that it will need a new stake.

Extended permitted development rights for householders

In May 2013 the Government's plans for extended permitted development rights for householders came into legal effect. The new legislation allows for single storey rear extensions to be built up to 6m long for attached houses (i.e. terraced or semi-detached) or 8m long if a detached house. The legislation applies for 3 years from 30 May 2013 to 30 May 2016 but does not apply to houses in Areas of Outstanding Natural Beauty (AONBs), Sites of Special Scientific Interest (SSSIs) or Conservation Areas.

Crucially, Cllr Claisse drew attention to the fact that only the owners or occupiers of adjoining premises can comment. The legislation does not allow for Local Planning Authorities to take into account the views of a Parish Council (unless of course the Parish Council owns or occupies any adjoining premises.)

The local authority has to consult the adjoining premises, with a consultation period of 21 days. Where no objection from adjoining premises is received then the Local Planning Authority cannot require or refuse prior approval. Where any owner or occupier of any adjoining premises objects to the proposed development then the prior approval of the local planning authority is required as to the impact of the proposed development on the amenity of any adjoining premises.

Cllr Samper commented that no individual is precluded from making comments. The Clerk agreed to confirm that permitted rights applications would still be available in the weekly lists received from Canterbury City Council as the planning authority.

39. FINANCIAL MATTERS

RECEIVED the bank statements for May 2013, and RESOLVED the signature of the Chairman thereon;

NOTED a payment of £16.33, for the Plusnet Internet account taken by direct debit.

40. AUTHORISATION OF ACCOUNTS

The Clerk presented finance sheets for cheque payments requiring authorisation totalling £1,091.18, together with an additional sheet totalling £3,682.26. Cllr Ellis proposed and Cllr Chapman seconded and it was RESOLVED that the financial matters and accounts be authorised for payment.

CONSIDERED a request for financial support for the Canterbury District Community Transport shared taxi scheme for rural parishes (where any donation is ring-fenced for the parish giving the donation). Cllrs felt that Chestfield, unlike parishes like Stodmarsh and Grove who benefit greatly from this innovative scheme, is very well served by public transport and regular buses and that such a scheme is not required. In addition there are voluntary transport schemes operating in Chestfield. The Clerk agreed to research these with a view to advertising them in the next magazine, and will also reply to the Canterbury District Community Transport group.

41. CLERK'S REPORT

(a) Kent Police Commissioner Newsletter: May 2013

(b) South East Water's strategy for the next 25 years to ensure adequate water supplies, especially as more homes are to be built. This includes plans to build a reservoir at

Broad Oak, near Sturry, by 2033. The Clerk to report back on information from their exhibition.

- (c) Details of a Kent Police Open Day, a free event for all the family, on 7 July from 10am to 4pm, at the Kent Police Training School in Maidstone. See www.kent.police.uk/openday

TREE DAMAGE IN MAYDOWNS ROAD

A resident alerted the Clerk to tree damage to 5 trees in Maydowns Road on Thursday 23 May – which was considered vandalism. Thanks recorded to her for also reporting it to Kent Police (report number 24-0248.) They asked the Clerk to call them on 101. They asked if the parish council considered themselves the victims – the Clerk said no, although the parish council had initially purchased and planted the trees, they were then donated to the residents who had signed agreements for their future care and maintenance – so the victims are the residents.

LORD MAYORS AWARD 2013 - Nomination forms received for nominating deserving people for the Lord Mayor's Award 2013 – an award to recognise service to the community. More information at www.canterbury.gov.uk/lordmayor or 01227 862 080 Closing date 3 July 2013.

PARKING PROBLEMS AT THE RUGBY CLUB

After the last meeting the Clerk spoke with Robert Tomlinson about the reports of problems with parking at the Rugby Club. He replied that the Minis and Juniors have now finished for the season and the pitches are about to be reseeded so they will be unable to use the ground for playing or training in any case. Hopefully, there should not be any further cases of inconsiderate parking until the new season starts in September. However, he agreed to ask the Juniors' chairman to issue a request to all parents to be more considerate in future before the season starts. If necessary he suggested they or the Parish Council could also ask the police to note the parking on double yellow lines.

The Clerk would like to record thanks to Bob Tomlinson for prompt assistance.

GUEST SPEAKER 8 JULY PARISH COUNCIL MEETING

A Chestfield resident and Senior Manager working for BT, Rhys Smithson, contacted the Clerk. He explained he has noticed that Chestfield is not currently on the plan for the roll-out of superfast broadband. He felt he might be able to influence this if there is sufficient interest within the village. The Clerk invited him to attend the 8 July parish council meeting to see if this is something that the parish council might be interested in discussing and progressing.

SUGGESTED CHANGE TO FUNDING AGREEMENT

The Clerk and Cllr Ellis suggested an amendment to the parish council's grant giving funding agreement, as follows

- If requested, a representative of your organisation will give a report back at the Annual Parish Meeting of local organisations (held on an evening between March and May each year) on how you spent the money and how your project went.

Cllrs RESOLVED to change this to:

- Your organisation will forward a report and photographs electronically to the Clerk after the event to explain how you spent the money and how your project went – this may be used in a future edition of the parish magazine and/or uploaded to the parish council website. (NB. You may need to consider permission to take photographs, particularly of children).

FREE LOFT AND CAVITY WALL INSULATION

Action with Communities in Rural Kent has teamed up with British Gas to offer free cavity wall and/or loft insulation to anyone in receipt of eligible benefits including child tax credit and state pension credit; other benefits are included. It is also free to **anyone** living in certain geographical areas as defined by the Government. There is no catch and you do not need to be a British Gas customer. Insulating homes can save hundreds of pounds on energy bills and makes homes warmer; it's good for the environment too by lowering carbon emissions. For more

information on this free offer and to check eligibility contact British Gas free on **0800 980 9037** or speak to Tessa O'Sullivan at Action with Communities in Rural Kent on 01303 813790

The Clerk has advertised this offer in the June magazine.

ALLOCATION OF OFFSITE OPEN SPACE DEVELOPER CONTRIBUTIONS 2012

Each year Canterbury City Council receives developer contributions, and the area that accommodated the development generating the funding should benefit – with funding allocated to the priorities of their Open Space Strategy 2009 – 2014. In 2012 CCC received £1,379 for Chestfield. Cllrs considered this at the April 2013 parish council meeting and resolved that the Clerk should investigate costs to provide a basketball hoop and tarmac area at the play park as there is very little for older children to do. The Clerk spoke with the city council officer about this suggestion and he is happy with this if and when the parish council wish to go ahead. A Parish Council resolution and an invoice are required before Canterbury City Council can release the funds to the Parish. The Clerk has obtained two quotations. The Clerk and Chairman agreed to investigate options and costs and report back.

COMMUNITY PAY BACK

C/FWD from the April meeting: Canterbury City Council liaises with the probation service to find projects for Community Payback groups. Cllrs drew a list at the March parish council meeting and the Clerk suggested these. The Clerk is continuing to liaise with the probation service over which jobs may be done.

TRAFFIC INCIDENT STATISTICS

At the February 2013 parish council meeting, Cllrs commented that the Police only capture fatalities and seriously injured statistics. After the meeting the Clerk contacted the ambulance service to see if there are statistics around ambulance attendances to traffic incidents that can be shared, without divulging any sensitive information.

He replied on 15 April 2013, that in the past year the Ambulance Service have recorded 36 RTC's in the Chestfield area which included one entrapment.

PARISH CHARTER

Canterbury City Council is developing a parish charter – a document to help define the relationship between the City Council and Parish Councils and to encourage better working relationships, by clearly defining the expectations that both may have of each other. It would identify what contributes to creating these good relationships and would state what both parties can contribute. CCC proposed the themes/areas for the charter, such as Communication priorities between the council and the parishes, Consultation so that the City Council and parish councils work together when making decisions to shape services and policies that affect our communities, Finance, Advice and support, Policies, procedures and good practice, and Information and complaints. The Clerk has made a response on behalf of the council and further developments are awaited.

42. WEBSITE

The Clerk and Cllr Ellis continue to make improvements to the parish council's website and Cllr Ellis has uploaded photographs and checked that any links included actually work. He has also provided answers to some frequently asked questions about parish councils and parish councillors.

The Clerk has

- sourced and uploaded a conservation area map
- uploaded the revised cllr contact details and responsibilities
- added a new page around what a parish council is and what a parish councillor does
- uploaded the annual Chairman's reports from 2005 to date.
- made some small amendments to the Circular Walk directions on both the website page and Circular walk brochure available on the website

Further improvements are in hand.

Cllr Ellis explained there is now a new link to his history of Chestfield website. He also advised that he has spoken to a contact about Tony Blake's documents including Chestfield Society magazines which the contact has agreed to bring to the village. Another contact has films which are to be digitalised and a copy given to the parish council. There are also audible histories with residents.

43. YOUTH CLUB

The Clerk explained that Linda and John Wickings have been running the fortnightly Youth Club for the last ten years, but have given notice that they wish to stop this at the end of July 2013. The Clerk will send them a letter of thanks in recognition for their hard work. They will continue to run the table tennis club however.

Mrs Wickings had commented to the Clerk that they have been asking for volunteers for many years and it was felt unlikely that anyone would come forward.

Attendance levels at youth club have been good with 16-22 young people attending sessions.

The Clerk suggested to Cllrs that she make enquiries about 'buying in' youth workers and report back to the next meeting with more information to consider.

44. MAGAZINE

Cllr Bailey explained the June magazine had gone out. Cllr Chapman asked that it be Minuted that it is an excellent production with lots of information in it, and it is now eye catching and inviting. Cllr Bailey commented that it is working well in house and that the Clerk works very hard on producing it.

Cllr Bailey explained that as this is the 25th anniversary year of the parish council that this theme be followed in to the September magazine – and that perhaps quotes could be obtained from people about the parish council over the last 25 years.

45. CIRCULAR WALK AROUND THE VILLAGE

Signage for the Rugby Club is now ready to install. The perches are now made and ready for collection – the Clerk and Cllr Chapman will arrange collection. Cllr Bailey to speak to the golf club for permission to install them at the top of Shrub Hill on the golf course.

46. SPEEDWATCH

There have been 44 vehicles travelling 36-46mph from two one hour checks at different locations since the last meeting.

47. HIGHWAYS

Cllr Bailey explained that there is a new Kent Highways Service initiative that planned works on major roads will in future only be carried out during non-peak night-time hours. This would apply to roads such as the Thanet Way.

48. VEHICLE ACTIVATED SCREEN FOR CHESTFIELD ROAD

The Clerk wrote to the residents of 31 Chestfield Road on 28 May 2013, explaining that the parish council would like a second Vehicle Activated Sign (VAS) at the other end of the village for traffic entering the village from the Old Thanet Way, and at a recent meeting resolved to pay the associated provision and installation costs. The Clerk and a Kent Highways Services officer held a site meeting, and feel that a good position for the installation is in the grass verge alongside the highway, just after the Share and Coulter junction outside No 31 Chestfield Road. The letter sought the residents' agreement.

Cllrs preferred option is for a solar powered sign, size 450mm by 670mm with a "SLOW DOWN" legend message underneath for any offending vehicles.

The sign would only 'flash alight' for any drivers travelling in excess of 33 plus miles per hour.

The sign face is provided with an automatic dimmer to reduce the intensity during night-time operation. When not activated by a vehicle, the sign remains blank (that is, blacked out).

The residents contacted the Clerk and are supportive of measures to reduce speeding through the village and happy for the parish council to progress this project.

49. KENT INTERNATIONAL AIRPORT

Cllr Claisse advised the next meeting is on 9 July which he will attend and report back to the August parish council meeting.

50. KENT ASSOCIATION OF LOCAL COUNCILS

Cllr Claisse advised the next meeting is on 10 July which he will attend and report back to the August parish council meeting.

51. PUBLIC RIGHTS OF WAY

The current contractor for certain public rights of way has been in place for two years this season. The Clerk will undertake a re-tender exercise for cuts from next season.

52. ENVIRONMENT

Cllr Brealy explained that the wind has blown rubbish around the Shell garage again. The Clerk will email the garage manager and ask that this be looked at, and Cllr Brealy agreed to keep a watching brief.

SAINSBURYS AND SWALECLIFFE BROOK

For the parcel of waste land at The Brook – Previously reported that Patrick Goodgame, the local Store Manager, advised he had met with relevant parties (excluding the parish council) to look at this area. Workers erected heras fencing on 9 April 2013 – with two runs of fencing, one each side of the river bank, and chained and padlocked the fence runs at each end to existing structures on site (local bridge over the river and the concrete silo type structure at the other end). The Clerk sent a letter to the local manager, the head office and KCC Cllr Harrison on 7 May 2013 asking for details of the store's future plans for this area. This was chased with a telephone call to the store, following which the Clerk and Chairman met with Patrick Goodgame on 31 May 2013.

At that meeting, Patrick Goodgame confirmed Sainsburys have no plans for the area, but that as we are now living in a claim society and he felt that there had been health and safety points and the potential for harm with both the river and the history of anti-social behaviour, Sainsburys felt that fencing of the area was the best solution.

He agreed with the Chairman that the area is now an eyesore, and that the fencing has stopped the access through the area, for dog walkers and as a cut through to the trading estate. The Chairman explained there had been several residents contact him and the Clerk over this loss of access.

The Chairman commented that he felt Sainsburys are missing a trick – the area could be community space or even allotments. He explained Chestfield parish council is trying to work with Sainsburys, for example, by providing a litter bin which Sainsburys now empty and carry out regular litter picks.

The Chairman explained the press had been in contact with him over the area and the fencing. The store manager agreed to find the best contact within Sainsbury's facilities/property team and Cllr Bailey agreed to speak to this contact with a view to improving the area and its look, for example, with an attractive wooden fence.

The Chairman also drew attention to other items:

- i) The yellow paint on the steps to and from the store and rugby pitch – to aid visually impaired people – these steps have recently been repainted, at the parish council request, but the paint is peeling off already. The Chairman suggested the use of a different type of paint.
- ii) Maintenance of the vegetation along the footpaths by the store – The store manager explained there used to be a service level agreement in place with a contractor, but a change of personnel has meant that this needs re-negotiating, so clearance currently is through logging the request as an individual job rather than having the built in

frequency of a service level agreement regime. There is a new regional manager dealing with a new service level agreement so this should be resolved shortly and better vegetation management as a result.

The meeting closed at 9.35 p.m.

Signed..... (Chairman) Date.....

**CHESTFIELD PARISH COUNCIL
PLANNING REPORT, 10 June 2013**

APPENDIX 2

CANTERBURY DISTRICT LOCAL PLAN - Preferred Option Consultation Draft

Notification received 22 May that the committee dates have been delayed slightly. Meeting agendas are available on the Council's web-site at www.canterbury.gov.uk/planning/planning-policy/introduction/.

At the meeting of the Executive on 30 May, members will decide on the content of the Local Plan Preferred Option Consultation Draft document, and the city council will then consult. Any queries to the planning policy team on 01227 862199 or planning.policy@canterbury.gov.uk

DCLG's Guidance on the Community Infrastructure Levy

Received from KALC on 21 May, this guidance shows there is no obligation on the charging authority to impose a Community Infrastructure Levy for its own sake. When the charging authority submits its draft charging schedule to the CIL examination it must provide evidence on economic viability and infrastructure planning. In setting rates the charging authority "must aim to strike what appears to the charging authority to be an appropriate balance between the desirability of funding infrastructure from the levy and the potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its area."

A charging authority can set differential levy rates including zero (paragraphs 34 to 41) but must provide evidence. Charging authorities must consult on their proposed levy rates in a preliminary draft charging schedule (paragraphs 46-50).

There is a section on the 15% and 25% (those with a Neighbourhood Plan) proportions for Parish and Town Councils from paragraph 105 onwards.

New Applications

5	CA//13/00885/FUL	Queens Acre, Broomfield Gate, Chestfield Replacement dwelling	The parish council has no objection. Minor adjustments and removal of the two bay garage close to the house. The neighbour is happy.
6	CA//13/00922/FUL	139 Chestfield Road Loft conversion including height increase for roof ridge, gable ends replacing hipped roof and a rear dormer	The parish council has no objection. The neighbour at No 137 was out, so planning councillors left a card. The proposal coincides with neighbouring properties that already have similar extensions.
7	CA//13/00926/FUL	47 Plantation Road Ground floor rear extension, conversion of garage and roof extension to provide first floor living accommodation, converting bungalow to a house.	The parish council has no objection. Frontage to be built up square, as Nos. 43 and 45. The kitchen extension is only single floor and conversion of garage to playroom is okay. Planning Cllrs called at neighbours opposite who were happy. However they commented that work already seems to have started.

8	CA//13/00976/FUL	14 Kendal Meadow Single-storey rear/side extension	This proposal involves the joining of the garage to the house with a ridged roof across the whole length of their garage and the gap. The proposed new kitchen and utility room is very overbearing and would impede on the neighbour at number 12, whose conservatory would be very close. The outlook would become a brick wall and there would be loss of light as the conservatory would be south of the proposed extension. The parish council supports the opposition of the residents at number 12 in this concern. Whilst No.16 had a similar extension under CA/10/00066/FUL their neighbour does not have a conservatory so was less affected.
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Notifications

CA/13/00537/FUL	58b Chestfield Road Single storey side extension to create annexed accommodation.	Granted by CCC
CA/13/00163/FUL	Tanga, Radfall Road Replacement House	Granted by CCC

Trees

35 Chestfield Road

- To attend to the tall Conifer tree located to the right side of the rear garden. Crown reduce to approximately 3ft below its previous cutting points, and tidy the top growth only.
- To attend to the row of Conifer trees located to the left side of the rear garden, reducing the trees down by approximately 1/3 and tidy tops only

The parish council's tree wardens considered the above works to be responsible tree management by the owners.