

CHESTFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 09 JUNE 2014

Present: Parish Cllr Steve Bailey (Chairman)
Parish Cllr Len Claisse
Parish Cllr Adrian Young
Parish Cllr Eileen Watkins
Parish Cllr Chris Ellis
Parish Cllr Joe Hunter
Parish Cllr Alex Candy
Ms Amanda Sparkes, Clerk to the Council
6 x residents

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

The Chairman welcomed everyone to the meeting. Apologies for absence were received from Parish Cllr Chris Brealy (annual leave) and Parish Cllr Tricia Chapman (unwell).

24. **MEMBERS' INTERESTS**

Cllr Claisse declared an interest in the planning application for land at the rear of 19/21 Chestfield Road due to the proximity of his home. Cllr Hunter declared an interest in the planning application for Rothesay due to the proximity of his home, and Cllr Ellis declared an interest in the planning application for Green Acres, The Drive due to the proximity of his home

25. **MINUTES OF THE MEETING HELD ON 12 MAY 2014**

Cllr Claisse proposed and Cllr Hunter seconded and the Minutes were accepted as a true record of the meeting and the Chairman duly signed them.

26. **ACTION LIST APPENDIX 1a** - The list was presented to Cllrs prior to the meeting.

27. **POLICING**

Cllr Young explained he had looked at crime statistics for April. There had been twelve reports, three of antisocial behaviour in Clover Rise/South Street and five at Sainsburys, and a report of antisocial behaviour at the Rugby Club. The next Police Contact Point session is 5pm-6pm at the B&Q car park on 12 June.

Cllr Young advised he attended the Police Forum at Littlebourne on 13 May 2014, chaired by Mark Arnold, Community Safety Inspector, and with PC Sharon Addley and the city council's Community Safety Partnership manager in attendance. Cllr Young advised the issue of speeding vehicles in Chestfield, Blean and the road from Chestfield to Canterbury through Tyler Hill was brought up. The Commander agreed to research and get back to the parish council. The rural Forums are planned to be held monthly.

NEIGHBOURHOOD WATCH

Cllr Claisse advised of three reports during the last month – theft and damage to a vehicle at a verge on Grasmere Road, damage to the Rugby Club door, and theft by finding to a bike. He also commented that there had been a lot of thefts last weekend through the district as a whole. Cllr Bailey reminded people to shut and lock their windows during the summer.

28. The meeting was adjourned for parishioners' questions.

A resident spoke on a planning application that would have a huge impact on his bungalow. Essentially two households have got together to propose two houses in their gardens. He raised issues of garden grabbing, overlooking, proximity to new development and loss of privacy. The parish council also proposes the scheme, but urged the resident to also make their own representation to Canterbury City Council as the planning authority.

A resident spoke of the grass cutting contractor for paths alongside Polo Way and Share and Coulter claiming that on the last cut the grass had not been blown away and as the weather was

wet the laying grass had made the paths slippery. The Clerk advised the contract does not specify this level of detail in the requirement but the contractor had blown the grass away on a previous cut. She agreed to speak to the contractor. The resident asked who would be responsible for anybody falling. Cllr Bailey said he would have to research the answer to that.

A resident drew attention to a Notice posted around Grasmere Pasture that the land owner wants to deposit statements with KCC Public Rights of Way. It was believed that the landowner has published and registered blue paths that cross the land and which are common paths, but not that the whole area is common land. The parish council and residents have until March 2015 to claim 20 years continuing use and ask that the pasture be registered as a common. Cllr Watkins and the Clerk will meet with an interested resident and explore this.

A resident commented that he felt the parish council was losing time ahead of a planning application re proposed large scale development by Eton College for land at Bodkin Farm. He had researched previous applications for housing historically at this site that had all been refused. The Clerk explained the planning framework changed in 2010 to the NPPF so new guidance must be followed. She also confirmed that Eton College had received pre-application advice from the city council, a copy of which was in the public domain and which she had read in full.

The Chairman reassured the resident that the council had set up a subcommittee, to include the Chairman of the Maydowns Road Residents Association, had put notices on the noticeboards and an insert in to all households magazine to reassure residents that the parish council is preparing for any planning application. Maydowns Road residents have also all been delivered a flyer/survey that had been devised by the Clerk and the residents' association Chairman, which will help inform community views. Cllr Bailey also advised that he had received a message from Eton College that they would be making changes to their proposal as a result of comments received at their May exhibitions. See also Minute 29 below:

The meeting continued.

29. **PLANNING**

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

RECEIVED the Clerk's report of the exhibition held by Eton College and Porta Planning on 16 and 17 May 2014 regarding their proposals for development at the land at the back of Maydowns Road

CONSIDERED a motion to employ professional planning advice to help work up a response to an anticipated planning application by Eton College for the land at the back of Maydowns Road. The Clerk confirmed the council held £3,000 in an earmarked reserve for this purpose and the council also has other unrestricted reserves.

Cllr Bailey commented that no-one has the time or expertise required in some areas required to make an accurate assessment and response of any planning application. This development affects everyone in the village not just Maydowns Road residents. The Eton College Master Plan documents had been sent to three planning consultants for quotes and advice.

Cllr Claisse was concerned at an open-ended resolution and felt the council should have accurate details of fees and what they could receive for a set amount. Cllr Ellis proposed and Joe seconded and all councillors were in favour of this approach.

30. **FINANCIAL MATTERS**

RECEIVED the bank statement for May 2014, and RESOLVED the signature of the Chairman thereon;

NOTED a payment of £16.33, for the Plusnet Internet account taken by direct debit on 18/05/2014.

NOTED that the Clerk added the new public realm planters at the play park and Green Leas village green to the parish council's insurance schedule and fixed asset register on 16 May 2014.

NOTED that the parish council's fixed term deposit made on 27 December 2013 matured on 27 May 2014. The Clerk reinvested the amount in a new fixed term deposit for the same term (five months) at the prevailing interest rate.

KCC Local Government Pension Scheme

NOTED Under the 2013 regulations, employers are required to make policy decisions under parts of the regulations. There are now **5** discretions that need a policy decision and an additional **5** discretions where it would be best practise to have a written policy.

Employers should prepare and publish a written statement with regard to the required policies and send a copy of this to Kent County Council Pension Section by 30 June 2014. KCC Pension department have produced a template to aid employers. They will also circulate Kent County Council's policy decisions for employers to refer to, however, their policies are not going to the committee until early June, so are not available at this time. Once Kent County Council has agreed policies, these will be emailed. The Clerk will then amend/adapt the policy pro forma accordingly, and complete the pro forma, on headed paper, date and send to the Pension Section by 30th June 2014.

31. AUTHORISATION OF ACCOUNTS

The Clerk presented finance sheets for cheque payments requiring authorisation totalling £856.28, together with an additional sheet totalling £3,126.09. It was **RESOLVED** that the financial matters and accounts be authorised for payment.

32. CLERK'S REPORT CORRESPONDENCE

- Action with Communities in Rural Kent electronic newsletter
- Whitstable Society's electronic newsletter
- KALC electronic newsletter
- Canterbury City Council's Community Development electronic newsletter

Part night lighting

KCC has been progressing the part night lighting project to reduce energy bills, carbon emissions and light pollution. Phase I began last summer, and Phase II has commenced. A sensor in street lights will switch them off at 12 midnight and back on around 5.30am.

Canterbury district's conversion starts from 5 May 2014. Details at www.kent.gov.uk/streetlights - with a mapping tool to do a post code search. Interactive map to view the lighting columns here: http://kent.gov.uk/roads_and_transport/highway_maintenance/street_lights/sensible_street_lighting.aspx

The Clerk has checked this and roads selected for part-night lighting are The Ridgeway; Broomfield Gate; The Drove and The Drive, and Grasmere Road.

Not recommended for part-night lighting is Radfall Hill.

The Lord Mayor's Award – thanking people who help others

Nominations for the annual Lord Mayor's Award are now being accepted. There is no age limit and nominations are welcome from all walks of life. If you know someone who works quietly behind the scenes to benefit others, nominate them. Nominees must live in Canterbury, Herne Bay, Whitstable or a village in the district. The deadline is 2 July. Nomination forms are available from city council offices, by calling the Lord Mayor's office on 01227 862 080, emailing lordmayor@canterbury.gov.uk or online www.canterbury.gov.uk/lordmayor.

Community Quiz at the Rugby Club on Friday 4 July 2014.

The Rugby Club is booked and with use of the kitchen. As the Club is keen for Chestfield residents to feel that the club is more accessible to them and because they want to become more involved with the local community, the Committee have sanctioned that the hire cost will be £100 instead of the usual £180 and use of the kitchen will be a further £25. Entry is by ticket

at £5 each paid in advance. The hall holds 10 tables of up to 8 people, and the bar will be open for attendees to buy their own drinks. The Clerk advised lots of preparation has been done, and 67 of the 80 available seats have been reserved.

Measures to reduce speeding traffic on Molehill Road

The 'slow down' wheelie bin stickers initiative was extended to all Molehill Road residents and well received. Three separate households contacted the Clerk independently and gave incidents and comments of very dangerous driving by some vehicles on the road, especially dangerous for pedestrians in the absence of pavements. For that same reason, Kent Police have not signed off any locations for a speedwatch check to be carried out in Molehill Road.

Highways won't do anything as drivers should know in a standard road with streetlights that the 30mph limit applies (unless otherwise signed).

Cllrs felt that Kent Highways could be asked that, if the parish council pays for painted roundels, or other measures, would Kent Highways allow them. However, Cllr Young asked that in view of the recent discussion at the Police Forum he felt that the parish council should wait to get the Commander's response on speeding first.

Rugby Club 5-a-side area improvements

At the May parish council meeting Cllrs instructed the contractor re Phase III works – to replace sheared fence posts, replace some fencing wire, and re-tension of other sections.

Bus stops at Radfall Road

Further to the report at the March 2014 parish council meeting the Clerk contacted Stagecoach's Roadside Infrastructure Manager. He replied that the six bus stops are all long-established stopping points, albeit not marked with bus stop poles and signs, and ideally all should be marked and where necessary provide with hardstandings. This will be a matter for Kent County Council Highways and will depend on the availability of funding and the ability to construct the stops to current Disabled Access standards.

Radfall Ride shouldn't be too difficult. Dukeswood would need construction of a hardstanding on the northbound side and possibly kerb modifications on the southbound side. Broomfield Gate may be more contentious given the proximity to bends and possible land ownership issues too.

KCC has a budget for making grants to parishes for the provision or replacement of bus shelters and the officer has advised he would welcome an application from Chestfield. The scheme will provide up to £2,000 for up to 50% of the total cost of the shelter and installation, payable after the shelter has been installed. The balance or surplus would need to be paid by the parish council.

KCC Transport Integration were contacted to confirm whether or not these stops are to be included in the programme for the coming year. Service 5 is one of the corridors scheduled to be upgraded in 2014/15. It is not intended that the stop upgrade programme be used to provide hard standing for shelters however if there is an opportunity to tie up the stop upgrade and the provision of a shelter then it seems logical to do so. If hard standing is not required as part of the stop upgrade then it will have to form part of the funding application. The Clerk now has the form and guidance notes to make a grant application. She needs to get quotes first and establish land ownership and permissions. This is progressing slowly.

Cllr Hunter commented that there need was greater for actual marked stops, so the Clerk will have dialogue about that.

Chestfield Warriors Table Tennis Club – update June 2014

Work on the new venue by George Wilson has not yet started. There is a need to start from September there for the league matches, but assurances have been given that this will be the case. New teams are registering to use the new venue.

The Club has received another personal donation of a further £500, and donations from local businesses of over £850. Canterbury City Council have also just offered a minimum of £2000. Linda and John Wickings have met with English Table Tennis, who the Club is affiliated with. They want to become a Premier Club. English Table Tennis have visited both the old and new

venues and have some limited funding. There is evidence of need in East Kent so there is some potential to access this funding although amounts are unknown at this stage.

The Club is going to change its status to a CASC organisation (Community Amateur Sports Club) – this involves registering with the HM Revenue and Customs. Benefits of changing the status will include being able to reclaim VAT and for the 200 Club the government give 25% on top too. The Clerk is helping the Club leaders to effect this new status. The Clerk is also helping with a new Model Constitution for the Club and up to date Accounts to be able to apply for funding streams. This help is ongoing.

33. **ROTARY CLUB WALK 4 WATER**

RECEIVED a Press Release from the Rotary Club of Chestfield “WALK 4 WATER 2014” - Who, with the support of 10 local primary schools from the Faversham, Whitstable, Herne Bay and Canterbury areas, involving over 1200 children, organized a Walk 4 Water event that raised over £7700 for a water and sanitation project in Mzuzu, Malawi.

34. **TWINNING WITH A VILLAGE IN FRANCE**

RECEIVED a report regarding a meeting with a French counterpart who would like to twin with Chestfield. The Clerk and Peter Chapman (Cllr Chapman's husband) met with a Monsier Patrick Robert at The Barn on 20 May 2014. Mr Robert had contacted the Clerk and asked to meet to discuss a Twinning invitation.

Mr Robert is now retired and lives in the Lille region in France but knows Kent very well – he wrote and published a Guide for French visitor. He explained there are more than 100 cities in France with twins and he has arranged six already in Kent.

Lille itself is a very big city, with shopping, museums, and famous Christmas markets. It is about an hour's drive by car (on the motorway) from Calais, and the region sits on the Belgium border. There are two particular villages in the Lille region looking for a twin: Saint Andrew (population 11,000, staff 100), and Verlingham (population 2,500, smaller staff)

The twinning process takes one – two years, to culminate in a 'signing agreement' day - as it is important to create strong links and establish this for the next generation. The arrangements do not always work if the two partners are not compatible and have elements in common.

Mr Robert explained that the main foundations are Primary schools, Associations – sports, walkers, and Demographics

The decision to twin is taken by the Mayor of the council in France.

There is usually a twinning committee in each country of 6-10 people, made up of key Cllrs and residents. There also needs to be good communication links between the two sets of Cllrs and Clerks.

The parish council support the concept and wish to explore more, and see if there are enough people/residents interested. The Clerk will run an article to gauge interest in the September magazine – and perhaps suggest a visit the Lille Christmas markets (however this would not be funded through the precept, but self-funded by Cllrs/residents themselves). Cllrs commented that Whitstable is twinned with four towns and often offers trips to residents. If Chestfield do twin any trips should not be viewed as a rival to that. Cllrs felt it was also important to establish Swalecliffe school support, and local sports clubs and Church participation, and go from there.

35. **MAGAZINE**

The Clerk confirmed that the June edition has gone out and she is working on the September edition.

36. **PRESS POLICY**

REVIEWED the council's Press Policy and Dealing with Requests from the Media (previously circulated as a separate appendix). Cllrs felt that it had been working satisfactorily and all were in favour for it continue.

37. **SPEEDWATCH**

Since the last meeting there have been 3 checks undertaken with 53 vehicles recorded travelling between 36 – 43mph.

38. **KENT INTERNATIONAL AIRPORT**

RECEIVED Cllr Claisse's penultimate report of the KIACC meeting held on 13 May 2014 at Manston Airport (previously circulated as a separate appendix).

39. **PUBLIC RIGHTS OF WAY**

Cllr Hunter explained that he and the Clerk had walked the circular walk and it was in good order. He had also walked CW28 which had been drawn to his attention by a resident who had not been able to find where it starts. Cllr Hunter also had difficulty as no marker post exists, plus the route turned out to be very overgrown and impassable. This PROW is not on the contract for maintenance by either the Kent County Council or parish council.

Cllr Hunter advised he would also take a look at CW32 and CW34 in due course and report back.

Problem of fallen trees blocking access on footpath CW23

This path is accessed from Radfall Hill between two properties. The problem is about 700 yards or so further in to the woodland. At least five trees have fallen in the main clump right across the PROW/bridleway and they are about 60-80 foot long. Someone (resident, walker, PROW officer or Forestry Commission?) have laid a diversion around the trees through the woodland – this is marked out with thin branches laid end to end – but it is no good for anyone with a bike or horse. This footpath links up to the Crab and Winkle Line and so it is well used by walkers and cyclists – and for that reason at least the Cllrs feel something should be done. The Clerk contacted the PROW department to ask if they were aware of this blockage already, and offering to meet up with someone to show the location. The council feel that the fallen trees could be left in situ and just a wide section across the path be cut to open up the access. The 'cut middles' could then be laid to one side of the path and left as mammal/biodiversity stacks. The Clerk will chase for a reply.

40. **HIGHWAYS**

Construction traffic is visiting the Marston's site currently. Access is very tight to it for some of the larger vehicles.

41. **ENVIRONMENT**

HEDGE REMOVAL LAND BETWEEN SHARE AND COULTER ROAD AND POLO WAY

Cllr Ellis explained the resident that had spoken at the previous parish council meeting is to hold a meeting with a representative of Allied London (the land owner of this wide verge of land) with a view to establishing some reinstatement of the removed hedgerow etc.

UPDATE ON PLANTERS FOR THE VILLAGE PROJECT

The Clerk advised that the planters were finally delivered, and that the Green Leas group of residents had done a super job of planting them up. They look great.

THE MANOR HOUSE ARCHIVED MATERIALS

Cllr Ellis advised he had met with the resident of The Manor House and was now in possession of a huge amount of archived and historical materials – enough to fill a suitcase. Cllr Ellis will go through this and report back. He had brought an example of an old map to the meeting for people to look at.

The meeting closed at 9.45 p.m.

Signed: Date:
Chairman

New Applications

1	CA/14/00854/FUL – 78 Chestfield Road Two-storey rear extension and front storm porch	Delegated authority to planning Cllrs was required prior to the meeting to meet the deadline for a response before the next meeting. Planning Cllrs met with the owners who explained the extension, which is at the rear of the building on a large plot. Neighbours will be unaffected and are aware. Front storm porch is acceptable. The parish council has no objection.
2	CA/14/00849/FUL – Green Acres, The Drive Replacement dwelling	Delegated authority to planning Cllrs was required prior to the meeting to meet the deadline for a response before the next meeting. A previous application CA/13/02417/FUL was withdrawn around CCC's concerns on size, bulk and complexity. The new proposal brings the roof height down, and now matches the roof height of the highest in the streetscene. The bay over the porch has been removed. Two velux windows on the front elevation have been removed although there are still some on the rear elevation to serve the attic rooms. The width of the western room is reduced. The overall width is also reduced. The turret is still in the revised proposal but reduced in height slightly – this turret stores a circular staircase. It would be preferable to have a flat roof on the turret or slop it back at the top. The turret design is not in keeping with the surroundings and falls outside the environment of the road. Apart from the turret which still seems unnecessary, it is an improvement.
3	CA/14/00910/FUL Chestfield Golf Club Installation of a waterless toilet and cabin	The application is for the installation of a small single story, wooden structure that will contain a waterless toilet. This is to be located next to an existing wooden shelter near the 7 th tee of the course. The site is surrounded by trees and hedges and there are no neighbours. No objection
4	CA/14/00807/FUL Rothsay, Radfall Road Erection of triple-bay garage with storage/games space above.	Planning Cllrs did a site visit. This will be a large building, but it is not overlooked. Cllrs called at 17 Dukeswood and the owner was quite happy. The parish council has no objection to the application.
5	CA/14/00990/FUL 14 Plantation Road Proposed porch to front elevation and garden room to rear with internal modifications	Planning Cllrs did a site visit and have no objection to the application. The neighbour at No.16 out, but a card was left. There has been no contact made. The parish council has no objection to the application
6	CA/14/01093/FUL - Land to the rear of No.19 and 21 Chestfield Road, Chestfield, Application for the erection of two dwellings on land to the rear of no.19 and 21 Chestfield Road with associated access, parking and landscaping	Planning Cllrs visited the proposed site. This proposal is not in-keeping with the bungalows around. This scheme will be very detrimental to the bungalow of No.8 Plantation Road - The nearest proposed house will overshadow the bungalow, excluding all light to a bedroom window (at the moment temporarily used as an office), and the proposal places an unsightly side wall immediately in line of this window. Also creation of a new access will necessitate the removal of all the trees, altering the aspect to the environment for the bungalow and adjacent properties Nos 5 and 7 Plantation road and 17 Chestfield Road. The proposal has a detrimental impact on the Conservation Area. Any development, if agreed, should be confined to a

		single bungalow with adequate space between to be more in-keeping. Chestfield Parish Council opposes this development and urges the planning councillors to undertake a site visit before determining the application to see the impact such a scheme would have on the area and on the residents of No 8 Plantation Road in particular. The parish council urge refusal of this application in its current form and are prepared to appoint a spokesperson to attend the development management meeting when it will be determined.
7	CA//14/01114/FUL 26 Grasmere Road, Chestfield First-floor extension over existing flat roof	Planning Cllrs did a site visit. An open bay is to be taken into use and opened up to the building and a first-floor extension over the existing flat roof and the additional bay area. This site is not overlooked and is in a very isolated region. The parish council has no objection to this application.

Notifications

CA/14/00559/FUL - 29 Plantation Road New porch on the front, first floor extension on the back of the property	REFUSED by CCC
CA//14/00507/FUL Redroofs, The Drove Erection of detached domestic garage.	Granted by CCC
CA/14/00601/FUL - 64 Grasmere Road Rear and side extensions to existing property along with associated alterations	Granted by CCC

Appeal notice

CA/14/00559/FUL – 29 Plantation Road

New porch on the front, first floor extension on the back of the property

APPEAL REF D/14/2218875

Letter received date 27 May 2014 that an appeal has been lodged with the Secretary of State against the refusal of the above application. The appeal will be determined on the basis of written representations. As this appeal is proceeding under the Householder Appeals Service there is no opportunity for the parish council to submit any further comments, however the previous representations have been forwarded to the planning inspectorate.

The parish council considered this application at the 14 April 2014 meeting and recorded:

The Parish Council has no objection. A first floor extension at the back, in line with the neighbouring house at No 25 was recently granted. Neighbour at No.31 was happy.

Trees

CA/14/00939/TPO – 56 Chestfield Road - To reduce height and lift crowns of two willows

(T1 and T2) These two willows have Tree Preservation Orders on them. The tree wardens have no objection to the works.

Tree works applications in future

In future, all tree enquiries / Notices in the first instance should be emailed to development.management@canterbury.gov.uk or planning Contact Centre on 01227 862178.

Also, the weekly lists of tree works requests in conservation areas are no longer being issued.

The regulations and official guidance advise that local authorities do not need to publicise them, so Canterbury City Council has decided that the updates will no longer be issued.

However, details of all the 2014 conservation area tree works requests/notices may be found on the city council's web site at <https://www.canterbury.gov.uk/planning/conservation-and-trees/trees/notice-of-proposed-works-to-trees-in-a-conservation-area/>.

Follow links to search and comment on planning applications. Click on the "Advanced" tab, enter "TRE" in the Application Reference box, and use the boxes below it to refine your search (e.g. select "Chestfield" in the Parish field and enter appropriate values in the Date Validated fields). Any comments on any Notices may be submitted by clicking on a case and then on the "Make a Public Comment" box, on the right hand side of the page just below the application summary.