

CHESTFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 14 JULY 2014

Present: Parish Cllr Chris Brealy (Vice-Chairman and acting Chairman for the meeting)
Parish Cllr Tricia Chapman
Parish Cllr Len Claisse
Parish Cllr Adrian Young
Parish Cllr Eileen Watkins
Parish Cllr Chris Ellis
Parish Cllr Alex Candy
Ms Amanda Sparkes, Clerk to the Council
8 x residents

42. OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Chris Brealy welcomed everyone to the meeting. He explained that Parish Cllr Steve Bailey (Chairman) was unwell, so he was acting as Chairman for this meeting. Apologies for absence were also received from Parish Cllr Joe Hunter (annual leave) and the PCSO Jade Hoyle.

43. MEMBERS' INTERESTS

Cllr Brealy declared an interest in the planning application for development of land at Bodkin Farm, as he is a director of the company that owns the land next door to it.

44. MINUTES OF THE MEETING HELD ON 09 JUNE 2014

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

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

46. POLICING

Cllr Young explained he had looked at crime statistics on the Police website but the latest are still for May, with 14 crimes, a similar number to April's. These included three burglaries (one at the Rugby Club, one in Grasmere Road and one in Polo Way), two vehicle crimes, one incident of anti-social behaviour and two of violence.

Cllr Young explained that the PCSO Jade Hoyle would attend either the August or September parish council meeting.

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 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. At the June 2014 parish council meeting, 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. Cllr Young advised there had been no full response from the Commander yet. He cycles to work along Molehill Road and was supportive of the idea. Cllr Young agreed to recontact him and the Clerk agreed to make enquiries about speed reduction measures with a Kent Highways Officer.

Cllr Brealy commented that the Bodkin Farm planning application makes reference to improving cycling along Molehill Road.

NEIGHBOURHOOD WATCH

Cllr Claisse advised of a break in of a garage in Grasmere Road when tools were taken and another in Shrubhill Road.

47. The meeting was adjourned for parishioners' questions.

A resident advised that his neighbours had been subjected to a scam type telephone call, warning them of danger on their personal computer. Cllrs Claisse reminded everyone to never reveal any confidential information such as PINs and passwords.

A resident spoke of new notices posted around Grasmere Pasture. They are the same as the original ones but at additional locations. Strictly though they only run to March 2015 so these are very late being posted. The Clerk will talk to the resident outside of the meeting.

The meeting continued.

48. **PLANNING**

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

Cllr Chapman advised of a tree works application for a tree at 76 Chestfield Road, which has a tree preservation order on it. The application is to reduce the stem of a willow tree. Cllr Chapman and the parish council have no objection to this.

Canterbury District Local Plan

On 5 June 2014 Canterbury City Council published its draft Local Plan, which is the Plan it intends to submit for independent Examination by a Planning Inspector. A Sustainability Appraisal (SA) and Habitat Regulations Assessment (HRA) of the draft Plan have also been published. The draft Plan, SA and HRA are published for a period of six weeks, to 18 July. The documents may be viewed on the Council's web-site at www.canterbury.gov.uk/localplan

Cllrs resolved that they should make a comment as follows:

The latest submission draft Canterbury District Local Plan now includes land at the Kent and Canterbury Hospital site, with the proposal that the hospital will relocate within the city.

Student numbers in the City are increasing year on year, yet, we understand, their accommodation is not counted within the housing allocation numbers.

With the increase in homes and population proposed within the plan, and the increasing number of students in the City, Chestfield Parish Council would like to see, that when the hospital is rebuilt, that an Accident and Emergency department is reinstated at that time.

Land at Bodkin Farm – Eton College proposals

Eton College and Porta Planning have set up a website and uploaded the exhibition material from the exhibitions held in May at <http://www.bodkingreen.co.uk> They sent the Clerk an update note on the scheme on 11 June, which she circulated. This note was also posted out by Eton College to everyone who attended the exhibitions and left their contact details in the Attendance Book. Since the exhibitions they have analysed comments received both in writing and raised directly with us at the events. This has resulted in a number of changes to the proposed development scheme, the most significant of which include;

- The provision of a site for a new 2-form entry primary school
- The removal of the originally proposed 100-bed hotel
- The removal of the building previously annotated on the Masterplan for D1/ Health Centre and it's replacement with a 'Community Hub' building comprising a hall and small rooms for local functions, events, meetings, club & hobby sessions and other bookable indoor activities
- Moving the proposed development further away from the rear boundaries of the properties on Maydowns Road and increasing the landscape buffer planting in this area

As a result the number of proposed dwellings has reduced to 290 units. An Outline planning

application was lodged with Canterbury City Council at the end of June 2014, with application number CA//14/01319/OUT as follows:

CA//14/01319/OUT Land at Bodkin Farm, Thanet Way, Chestfield, CT5 3JD	Outline application for a mixed used development comprising up to 290 dwellings (Use Class C3), primary school (Use Class D1), restaurant (Use Class A3), office building (Use Class B1), community building (Use Class D1/D2), gym/fitness centre (Use Class D2), 24 unit care home (use Class C2), convenience shop (Use Class A1), clubhouse/changing room building (Use Class D2) and 18.81 ha of parks, amenity greenspace, children's play areas, playing fields, allotments and community woodland and associated access, infrastructure, landscaping and cycle/footways. All matters except Access and Scale are reserved)
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The information on the Eton College website should therefore be updated and the application material available to view there as well as on Canterbury City Council's planning webpage. Any formal comments should be made directly to Canterbury Council, as the planning authority, and not Eton College. Informal comments may be made to Eton College using the 'Contact Us' facility on their webpage.

However the Clerk advised she had just learned that the planning application had been withdrawn. Cllrs resolved though to carry on the work of the subcommittee in anticipation of a resubmission.

A survey has been sent to all Maydowns Road residents, and received 49 responses, with 45 not in favour of the development. 14 households indicated in their replies that they would be happy to undertake a traffic counting exercise. The Clerk has scheduled this for Friday 18 July and to count traffic leaving and entering the village, and vehicle numbers trying to exit from Maydowns Road. The numbers will be recorded in hourly slots from 07.30 to 18.30. There is also a public meeting in the WI hall on Saturday 19 July and all Maydowns Road residents have been invited to attend. The Clerk and Chairman will be in attendance to give updates and answer questions.

Cllr Brealy thanked all the Councillors for the hard work so far.

The Clerk explained Cllr Brealy has studied the environmental section of the application and done a report. A resident advised that the resident of No 7 Maydowns Road has publicly stated that the pond at his property has great crested newts (a protected species). He also advised that the heavy rain the night before the meeting has caused flooding on the Old Thanet Way near to where the access for the development is proposed and he took some photographs.

Cllr Brealy advised he was very concerned about flytipping along Molehill Road, already a known and recurrent problem, and that any bridlepath proposed in the development would need gates to prevent more flytipping.

49. FINANCIAL MATTERS

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

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

NOTED that the Chairman authorised overtime for the Clerk to collate and type up the survey with Maydowns Road residents (5.75 hours to be paid in the August salary)

KCC Local Government Pension Scheme

NOTED that 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.

KCC Pension department produced a template to aid employers. The Clerk based the parish council's around Kent County Council's policy decisions. A copy of this was sent to the pension section on headed paper on 26 June 2014 to meet their 30 June 2014 deadline.

50. AUTHORISATION OF ACCOUNTS

The Clerk presented finance sheets for cheque payments requiring authorisation totalling £2,238.26, together with an additional sheet totalling £2,946.93. It was RESOLVED that the financial matters and accounts be authorised for payment.

**51. CLERK'S REPORT
CORRESPONDENCE**

- June 2014 Whitstable Society Newsletter
- Kent Police & Crime Commissioner's Newsletter - May/June 2014

Lights out to commemorate WW1

Canterbury City Council has been approached, along with all local authorities, to take part in a nationwide LIGHTS OUT project on 4 August to commemorate the hour that Britain entered WW1, one hundred years ago. LIGHTS OUT is an invitation to everyone to turn off their lights from 10pm to 11pm on 4 August, leaving on a single light or candle for this shared moment of reflection. LIGHTS OUT, working closely with the Royal British Legion, will be one of the largest participatory events of its kind ever seen in the UK, and will complement the candlelit vigil held at Westminster Abbey on 4th August.

CCC are keen to support this initiative across the district and Canterbury Cathedral will also be marking the event with a vigil culminating in all the lights being turned off, including the floodlights. More information on the project at <http://www.1418now.org.uk/whats-on/lights-out/>

As this date is after the next magazine the Clerk will advertise this on the village noticeboards.

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

The event went really well with lots of very positive comments. Feedback from attendees has been typed up and circulated and small changes would be incorporated as a result of feedback received if the event is run again.

The Clerk had to turn three requests for tables away due to maximum capacity reached.

The Clerk would like to record thanks to Karen Cundale for all her help with pre-event preparation and also Cllrs Watkins and Chapman and Karen for their help on the night. And also to Cllr Bailey for question preparation and well received compere on the night.

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. Materials are on order with work due to complete by the summer holidays.

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. The very tall five trees that have fallen across the path have been cleared, presumably by the Forestry Commission.

Request for a new bin for Chestfield play park

A resident asked if the parish council could purchase a new bin to go beside the two green benches on the Fern Close/tall hedging boundary subject to CCC emptying it. The Clerk chased for a reply from the city council about this. They responded that at present they have used up their allocation for new bins added to the contract for this year, but if the Parish Council wanted to pay for emptying this could be arranged with Serco. The Clerk has asked for costs for this to be considered.

52. **INDIVIDUAL ELECTORAL REGISTRATION**

The Clerk had received a briefing note from Canterbury City Council about changes to being able to vote. This had been circulated to all councillors, and she will also run an article in the next magazine.

To be able to vote at elections each person needs to be registered as an elector. On 10 June 2014 the way people register changed to **individual electoral registration** (IER). This involves each person making their own application for registration, and where the identity of each person in the electoral register is subject to a verification check. Once a person is registered individually under IER their registration is continuous until they move to a different address or for any reason are no longer eligible to remain registered as an elector.

The start of IER involved confirming the identity of current electors by comparing entries in the register against national datasets. The elections team will rely on several sources of information to discover the name and address of who may be eligible for registration, including household enquiry forms and local authority records such as Council Tax. When they become aware of people who are not already registered and have not made an application, they will be sent invitations to register within four weeks. Non-responders will be sent reminders and also be visited to encourage their registration. Because of the nature of information about residence, this is a continuous registration process.

People can make applications on a paper form, or on-line (through the government digital service portal), or by telephone or in-person. Supply personal contact details to allow election officers to communicate by email instead of post or by phone where appropriate. On-line applications can be imported into the elections team electoral software immediately after an application has been made, before the verification process has been completed. The outcome of each verification check, whether the application has been made in paper form or on line, will also be imported into the electoral software; this should usually be within a day or two, though it may take longer.

On receipt of an application that the elections team has not invited, (unsolicited applications), an acknowledgement letter is sent, to the physical address given, to help test whether the applicant has a relationship with (is resident at) the address.

Applications should include the applicant's name, date of birth and national insurance number, and these are sent for verification against government records. The outcome of that is notified to the elections team and they take account of the verification before approving any application. Some applications may not include the details needed for verification, and some applications may fail the verification. Then local verification checks will be carried out and/or the applicant will be contacted to provide documents to help verify their identity. Where documentation is not available the applicant may support their application through attestation. All approved applications will be sent a confirmation approval, either by post or by email.

The elections team rely on several sources to help them maintain an accurate register, specifically for the removal of electors. These include household enquiry forms, notices from registration officers, notices of death and death certificates, local authority records, information from residential care homes, student accommodation and houses in multiple occupation, and direct contact by residents or electors.

Electors will be able to opt-out of inclusion in the edited register when applying, but can also do so at any time by contacting the elections office. There is no prescribed form for this, so requests may be made by phone, email, letter or in-person. Electors may not use the household enquiry form to request an opt-out (or if already opted-out to opt-in). This does not need to be renewed each year.

53. **MAGAZINE**

The Clerk confirmed that she is working on the September edition.

54. SPEEDWATCH

Since the last meeting there have been 4 checks undertaken with 38 vehicles recorded travelling between 36 – 50mph. The Clerk explained that during the coming week a Special Constable and two speedwatch volunteers would undertake a two-pronged exercise at two separate locations for two hours.

55. KENT INTERNATIONAL AIRPORT

RECEIVED Cllr Claisse's report of the July KIACC meeting at Manston Airport (previously circulated as a separate appendix). Cllr Claisse explained that the consultative committee is to continue. Since the meeting a transport committee has been set up to investigate smaller airports although Manston is not specified. Cllr Brealy thanked Cllr Claisse for his report.

56. ENVIRONMENT

Cllr Chapman advised that the Clerk had written to Sainsbury store manager asking that the grass and hedge along the Primrose Way footpath be cut back as it was overgrown. The grass has now been cut. The letter also asked that the yellow paint on the steps for the visually impaired be re-painted too.

Cllr Ellis explained that local residents reported to him that some traffic is crossing across farmland from Molehill Road. The vehicles are believed to be vehicles for the development due to be built at The Drove. Residents have expressed concern that vehicles have cleared a way through Rabbit Shaw Wood that is conserved. However there is a route through the wood that is suitable for vehicles. The Clerk agreed to find out what she could.

The meeting closed at 8.35 p.m.

Signed: Date:
Chairman

**CHESTFIELD PARISH COUNCIL
PLANNING REPORT, 14 July 2014**

APPENDIX 2

New Applications

8	CA/14/00998/FUL 80 Chestfield Road Garage conversion and alteration to drive	Delegated authority to planning councillors was required to meet the deadline of 3 July for a response. Planning Cllrs visited but unfortunately the owner was out and they were unclear as to changes made to the previous application. They presume: 1. Replacement of Ash Tree to new site (as before), 2. Use of garage (as before) 3. No wall in front of the thatched garage. 4. Vehicle exit on North side closed and replaced by a pedestrian gate. 5. Low wall in front of existing hedging. The parish council has no objections. A further amended application was then received on 14 July 2014 with further minor amendments. The parish council has no objections to the revisions.
9	CA/14/01147/FUL 108 Maydowns Road Demolition of existing rear extension/lean-to and erection of single-storey side and rear extension	Delegated authority to planning councillors was required to meet the deadline of 3 July for a response. They did a site visit. The owner was out - as was the neighbour next door No.106 of semi-detached building, so they were unable to find out their views. Proposal is for a single storey extension between the house and garage, continued around the back as an L shaped extension, (replacing a lean-to to be demolished.) The parish council has no objection.

10	CA/14/01175/FUL 64 Grasmere Road Single-storey and two-storey extensions to front, side and rear of property with associated alterations.	Delegated authority to planning councillors was required to meet the deadline of 3 July for a response. Planning Cllrs did a site visit. They had visited before for application CA/14/00601 - recently approved. This new application involves minor changes – but unknown. The Owner was out and builders were already working on site. Not very satisfactory.
11	CA/14/01068/FUL 12 Grasmere Road New entrance gate, porch and single-storey rear extension	Planning permission was given last year on CA/13/02084/FUL for a major development to this house. This is a revision to include a larger front extension and a new front gate arrangement. The house stands in extensive grounds and the developments will not affect neighbouring properties. The parish council has no objection
12	CA/14/01319/OUT Land at Bodkin Farm, Thanet Way, Chestfield, CT5 3JD	Outline application for a mixed used development comprising up to 290 dwellings (Use Class C3), primary school (Use Class D1), restaurant (Use Class A3), office building (Use Class B1), community building (Use Class D1/D2), gym/fitness centre (Use Class D2), 24 unit care home (use Class C2), convenience shop (Use Class A1), clubhouse/changing room building (Use Class D2) and 18.81 ha of parks, amenity greenspace, children's play areas, playing fields, allotments and community woodland and associated access, infrastructure, landscaping and cycle/footways. All matters except Access and Scale are reserved)
13	CA/14/01400/FUL Hatters Croft, Radfall Ride, Chestfield, CT5 3EW Single-storey rear extension	Delegated authority to planning councillors is required to meet the deadline for comments.
14	CA/14/01421/FUL – Orchard Cottage, The Drive Roof alterations comprising new roof configuration and additional accommodation	Delegated authority to planning councillors is required to meet the deadline for comments.

Notifications

CA/14/00766/FUL – Portways, The Drive Erection of two-storey extensions	Granted by CCC
CA/14/00854/FUL – 78 Chestfield Road Two-storey rear extension and front storm porch	Granted by CCC
CA/14/00849/FUL – Green Acres, The Drive Replacement dwelling	Granted by CCC
CA/14/00910/FUL - Chestfield Golf Club Installation of a waterless toilet and cabin	Granted by CCC
CA/14/00990/FUL - 14 Plantation Road Proposed porch to front elevation and garden room to rear with internal modifications	Granted by CCC