



**MINUTES**  
**ELHAM PARISH COUNCIL**  
**Monday 5<sup>th</sup> June 2017 at 7.30PM**  
**ELHAM VILLAGE HALL**

**Present:**           **Clerk: Cathy Skinner**  
                          **Councillors: Clive Stanyon (Chairman), Geoff Clements (Vice Chairman), Jenny Gurney (from Item 4), Sally Hayter, Stuart Peall, Ken Percival, Brian Swan, Jon Worrall**  
                          **KCC Community Warden: Gary Harrison**  
                          **7 members of the public**

**050/17 GOVERNANCE**

**i. Apologies for Absence**

Received and noted from KCC Cllr Susan Carey

**ii. Clerk's Notices**

The Clerk circulated details of a new Speedwatch initiative.

**iii. Chairman's Remarks**

- Cllr Clive Stanyon thanked Cllr Geoff Clements for stepping in to chair the Parish Council for the past year.
- We have a new format agenda this month – the public session will still be included and the meeting will be adjourned at a logical point for this.

**iv. Application for Co-option**

To consider an application made by Jenny Gurney.

**Resolved: That Mrs Gurney be co-opted to Elham Parish Council.**

**v. Declarations of Interest and Dispensations**

Cllr Hayter – personal interest in matters relating to The Square.

Cllr Stanyon – personal interest in matters relating to The Gore.

No requests for dispensation.

**vi. Minutes**

The Clerk advised that there was an error in attendees as Cllr Worrall had given apologies. The bank account balances should state 2017, not 2016.

**Resolved: That the minutes from the Extraordinary Meeting and the AGM, both held on 8<sup>th</sup> May 2017 are agreed as a true and complete record**

**vii. Clerk's Salary Review**

Cllr Stanyon recommended an increase the Clerk's salary to the NALC April 2017 SCP23 rate of £11.05 per hour.

**Resolved: That the Clerk's hourly rate is increased to £11.05 per hour.**

## 051/17 FINANCE

### viii. Approval of Payments

Payments for approval were presented as follows:

Clerk Salary	748.12
KALC Subs	607.22
Viking Stationery	19.63
Insurance	530.61
	<b>1,905.58</b>

**Resolved: That all the above payments are made.**

## 052/17 PLANNING

### ix. Appointment of Planning Lead

Cllr Stanyon explained that to aid the Parish Council in delivering an efficient service, it is proposed to introduce responsibilities for councillors. This will ensure that a lead person is easily identified by the public and this person will become the expert for that area.

**Resolved: That Cllr Brian Swan will lead on planning.** Cllr Swan accepted.

### x. Planning Appeal Notification

Y16/0431/SH - Elham Valley Holiday Park, Canterbury Road - 13<sup>th</sup> June hearing.

**Resolved: That Cllrs Clements and Percival will attend the hearing and report back to the council.**

### xi. Planning Applications

Y17/0567/SH – Bunkers Hill Farm, Bunkers Hill, Elham: Resurfacing of driveway to the property. Cllr Swan has considered the detail of this application and recommends no objection.

**Resolved: That no objection is made to the above planning application.**

### xii. Otterpool Park

Cllr Swan asked if further information could be requested in respect of the financial structure of the project at a 14<sup>th</sup> June workshop. Other key questions to be asked should include where residents will work, provision of transport links and delivery of health services.

**Resolved: That Cllr Hayter will attend the SDC workshop on 14<sup>th</sup> June in order to gain more information, including the information identified.**

**Meeting Adjourned for Public Session-** Designated Councillors will follow up on all matters raised:

- The condition of trees in the Churchyard has caused concern – although the SDC trees officer has given them the OK, a resident has observed dead branches which may cause a problem. Cllr Clements will revisit the condition of the churchyard trees concerned, with the member of the public and report back accordingly.
- The pathway from Browns to the Church is becoming overgrown – the Clerk will report this to KCC.

- Caravan site at Wingmore – This remains a concern for local residents. Cllr Stanyon will shortly meet with SDC Officers to discuss the current situation.
- Gary Harrison reported that a syringe had been found in the King George V playing field and that it was delivered to Cllr Hayter. Fortunately, no more syringes have been found in the vicinity, and both Gary and Cllr Hayter are checking regularly. The Police are aware of the situation. At present, it seems that this is a one-off incident and may be accidental. An incident near to the War Memorial had been reported whereby two ladies were approached by a man asking for help to loosen his tie. Although no crime had been committed it was a suspicious event and has been known previously. The man concerned was described as being 5'10" with noticeable orange hair, a baby face, and wearing a smart suit with 'old school' tie. Although he was not aggressive, he may have mental health issues so if seen please report to the Police and note any associated vehicle registration number. A black car had been reported parked near to the War Memorial, which had not moved for some time. Gary confirmed that it is taxed and insured and legally parked, so nothing can be done.
- Cllr Peall had nothing to report from his SDC perspective.
- KCC Cllr Susan Carey had sent a brief update:  
 "There's little new to report since I saw you on 08 May as the pre-election period (purdah) for the General Election means that many things are waiting to see the outcome of this. An example of this is the new lorry holding area proposed at Stanford by Highways England I asked a question at the KCC meeting on 25 May about progress and was told that judicial review scheduled for 27 June had been postponed to allow the new Government to 'take a view' on the project. In practice this means it won't be heard before October. KCC continues to be involved in the Resilience meetings to plan for responses to major incidents (our role is principally in the recovery stage after the emergency has happened) and people are asked to remain vigilant following the recent attack in London."

## 053/17 COMMUNITY & ENVIRONMENT

### xiii. Appointment of Trees and Rural Warden

Cllr Percival recommended that Cllr Clements remain in this role.

**Resolved that Cllr Clements be appointed Trees and Rural Warden.** Cllr Clements accepted the appointment.

### xiv. Defibrillator

Old payphone location - Cllr Stanyon proposed that the BT contract is scrutinised by Members of the Council and any capital and revenue costs identified.

**Resolved: That councillors examine the contract and that the Clerk ascertains costs for refurbishment, ongoing electricity and maintenance.**

### xv. Churchyard Wall

Sight of the relevant documents which transfer responsibility to the Parish Council is essential – Sylvia Scott will send the Clerk a contact email address which may be useful. Cllr Hayter will contact the new residents at 1 and 2 Pound Cottages to discuss the overgrowth on their side of the wall and to ask for details of the owner. Cllr Clements will organise a further work party. Cllr Clements reported that the initial maintenance scheduled on the wall has been delayed by approximately 6 weeks – the value of this work is limited to £1000.

**Resolved: That Cllr Hayter contacts the residents of 1 & 2 Pound Cottages, that Cllr Clements arranges a work party and that the Clerk follows up, with the assistance of Sylvia Scott, getting sight of the transfer document.**

**xvi. Nailbourne Clean-up/Planting**

Cllr Worrall has discussed planting proposals with the landowner, who would like to consider these further before agreeing. Cllr Carey leads on the Nailbourne clean-up and Cllr Worrall will act as liaison. Other parties involved include SDC and the Environment Agency, once the landowner's views are known the Clerk will liaise with Cllrs Carey and Worrall.

**Resolved: That Cllr Worrall follows up with the landowner regarding permission for planting and reports back at the next meeting.**

## **054/17 HIGHWAYS & TRANSPORTATION**

**xvii. Appointment of Highways Lead**

Cllr Stanyon proposed Cllr Worrall for this role, seconded by Cllr Peall.

**Resolved: That Cllr Worrall will lead on Highways and Transportation.** Cllr Worrall accepted the appointment.

**xviii. Interactive Speed Sign**

Currently awaiting an installation date from KCC, Cllr Swan also willing to be a named operator. Clerk to follow up.

**Resolved: That the Clerk would attend the training offered by KCC at the installation date.**

**xix. North Elham Speed Restrictions**

This issue was raised by a parishioner at the recent AGM, previous requests have been made to KCC but no action has been taken so far.

**Resolved that Cllr Worrall will meet interested members of the public. Clerk to arrange a site meeting with KCC Highways representatives**

**xx. Parking In/around The Square**

Cllr Peal and Cllr Carey have investigated these issues and anticipate that the matter will be a topic for discussion at the next Joint Transportation Board (JTB) meeting at SDC. Suggestions arising from this meeting will most likely lead to a public consultation on any proposed changes.

**Resolved: That the council awaits the outcome of the JTB meeting**

## **055/17 RECREATION**

**xxi. The Gore**

A meeting has taken place with residents who have shown an interest in the future of this land. Grass cutting will continue to be arranged by the Parish Council. Other proposals to improve the area have included mending fencing and replacing gates. Cllr Stanyon has looked at the options available and he read out his recommendations on this to the meeting. Cllr Stanyon's recommendation is for the Parish Council to negotiate a long lease in order to be able to justify capital expenditure on the pavilion. It was also proposed that Cllrs Clements and Swan, with the Clerk, take forward the lease negotiations and arrange a meeting with the

Trustees to put forward a proposal. It was agreed to set up a committee, consisting of councillors and members of the public to manage the day-to-day running of the recreation facility. It was also agreed that the People & Places Local Plan is a key consultation from SDC and needs to be carefully monitored.

**Resolved: That a lease is negotiated for the best possible terms – further action to be discussed at the July meeting.**

**056/17**

**Close and Next Meeting Date**

There being no further business, the meeting closed at 2135.

Next Meeting – Monday 3<sup>rd</sup> July 2017 at the Village Hall.

DRAFT