

CHESTFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 08 FEBRUARY 2016

Present: Parish Cllr Steve Bailey (Chairman)
Parish Cllr Chris Brealy (Vice Chairman)
Parish Cllr Neal Fowler
Parish Cllr Tricia Chapman
Parish Cllr Chris Ellis
Parish Cllr Andrew Rabey
3 x vacancy
Ms Amanda Sparkes, Clerk to the Council
1 x resident

186. **CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Cllr Bailey welcomed everyone to the meeting. Apologies for absence were received from the PCSO Jade Hoyle, but she had sent a report to the meeting.

187. **MEMBERS' INTERESTS** – There were no declarations of interest.

188. **RESIGNATION OF COUNCILLORS**

Cllr Bailey announced that Adrian Young had resigned from the parish council on 12 January 2016. The Clerk had done the necessary actions and posted the relevant notices. Electoral Services have advised that no election has been called for in respect of his vacancy and the parish council is able to co-opt to fill it now. Eileen Watkins has also tendered her resignation from the parish council. The Clerk has posted the relevant notices, but the parish council is not yet able to co-opt to her vacancy.

189. **VACANCIES ON THE COUNCIL**

The Chairman explained that the four candidates who have formally put themselves forward for co-option to the council were met with informally on Saturday 25 January. The Chairman, Vice-Chairman and the Clerk met with them individually. The Chairman advised that the parish council would discuss the candidates at the end of the meeting as a confidential item and select the ones for co-option.

190. **MINUTES OF THE MEETING HELD ON 11 JANUARY 2016**

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

The Clerk gave a reminder of the "Councillor Surgeries" for residents to attend between 6pm to 7pm prior to parish council meetings – a 3 month trial to start from the 14 March meeting

191. **ACTION LIST APPENDIX 1a** - The list was read through and updated.

192. **POLICING**

Cllr Rabey advised he had met with Chief Inspector Mark Arnold and discussed increased neighbourhood presence. Kent Police have got an additional two officers for the summer for the coastal area, making four in total, to be on foot or bike. The Chief Inspector agreed additional presence in the village and support for Speedwatch too. Cllr Rabey suggested that ANPR (automatic number plate recognition) equipment could be used in Molehill Road to try and catch data re possible fly tipping offenders. Cllr Rabey explained that part indexes of cars may be able to be identify the vehicle with a new Country Eye app. Also, the enforcement officer for flytipping, Andy Clarke, has a database. Cllr Rabey explained that he and Cllr Brealy were to meet with Andy Clarke on 13 February 2016. Andy is enforcement for litter offences and dog fouling also, and he has offered to attend a future parish council meeting. The parish councillors felt this would be welcomed.

Cllr Rabey advised Mark Arnold was happy to come and talk at a future parish council meeting, and he agreed to talk to the Clerk to suggest possible dates for both guest speakers.

Cllr Chapman advised that there had been some flytipping at the end of The Ridgeway – an old swing set and old door, but because this is on private land there is nothing the parish council or city council can do.

Cllr Brealy explained he attended the KALC meeting on 19 January 2016 – where fly tipping in rural areas was to be discussed. He advised that most of the meeting was taken up by Chief Inspector Mark Arnold from Kent Police, who was keen to get feedback from the local community. A Herne and Broomfield parish councillor asked about fly-tipping – the Police however are not the first point of call. Cllr Brealy advised he thinks that the law is changing slightly and anyone caught fly-tipping can be given a fixed penalty notice and any waste carrier licence removed. The Clerk explained she had heard from City Councillor and Leader, Simon Cook, who is conscious of flytipping getting to be more and more of a problem in some regular places. He explained he has asked enforcement if they can put in infra-red cameras at known 'hot-spots'. CCC are also starting conversations with the Crown Prosecution Service and the magistrates' court to penalise offenders.

193. PCSO report

PCSO Jade Hoyle had provided a report for the meeting which the Clerk read. There was a theft from B&Q on 11 January, and a motorist filled up without paying from Chestfield petrol station on 12 January 2016. There have been three nuisance vehicles at Sainsbury's car park on 12 January, no registrations were given at the time of call. A search was conducted for the vehicles however they were not located. On 2 February 2016 there were nuisance vehicles at the John Wilson Industrial Estate - Two vehicles were seen racing around the estate, no registrations given. A search was conducted when patrols were free to attend but they were not located.

On 27 January a vehicle was seen to dump rubbish in Grasmere road. Patrols attended and made all relevant agencies aware. Council are following up on information passed onto them.

On 27 January 2016, there was the theft of a dog in Grasmere Road – the dog, named Dave, was taken from a van whilst the owner was working on a property in Grasmere road. Dave is a Chihuahua/Jack Russell breed, Ginger haired, white belly and a white patch on chest. He does not have a collar but is micro chipped. This incident was reported to the media. The Clerk advised that the dog had been found on 8 February and reunited with the owners and taken to the vet.

On 1 February 2016 there was a scam call reported about being owed money from the government. He was asked to provide his account details so the money could be transferred. No account details were given. This was reported to action fraud who will take on the investigation.

194. NEIGHBOURHOOD WATCH

Cllr Fowler read his Neighbourhood Watch update report to the meeting. This included many scams, and a reminder to all to never give bank details out over the telephone or online. Be very wary of opening attachments or links in emails.

Between 5 – 7 January 2016, a shipping container in Radfall Road next to The Dogs Trust, used as a domestic storage shed, was burgled. A vehicle was driven through the field gates and the front door of the container forced open. A quantity of scrap copper was stolen.

Several recent thefts of replacement credit and debit cards have been reported. It appears that cards sent through the post never arrive at their intended destination but are never-the-less used to purchase goods fraudulently by thieves that have intercepted them enroute somehow.

195. ADJOURNMENT OF THE MEETING – A resident asked for advice about traffic management in Grasmere Road in the unmade section from the bridge. This is one of the most complicated roads in the country but one resident with a land rover drives at very high speeds which residents feel is inappropriate. She has been caught speeding on a resident's CCTV. Cllr Rabey advised that most roads fall under the Road Traffic Act. The parish council suggested that the

resident contact the PCSO and have her show the offending resident the CCTV footage to make her aware, and suggest it is evidence of inconsiderate driving.
The meeting continued.

196. **PLANNING**

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

Ash die back disease

Cllr Chapman has researched the spread of Ash die back disease and a map showing the severity around the UK since 2012 had been circulated by her to all councillors. As many as 130 million trees are at risk from this deadly fungal disease which is carried on the wind and impossible to contain.

Affordable housing for local people - The application at Bodkin Farm Chestfield (CA/14/01319/OUT) raised an issue around affordable housing allocations in the Canterbury district. Chestfield Parish Council is leading a *call for Canterbury City Council to introduce a local connection criteria in new development sites, that are not rural exception sites, and with a sizeable element of affordable housing, so that at least a percentage of these are allocated to tenants with a local connection to the local area - where there is a local desire for this to be introduced in any consent of that development.*

18 of the other parish councils in the Canterbury district also share the concern and have written to CCC. So with Chestfield, this makes 19 asking for a reconsideration of the housing allocation policy. The Clerk has chased for an update from CCC about when a report will be going to a committee. The Clerk will chase again.

A housing needs survey for Chestfield

The aim of this survey will be to identify all types of housing need for Chestfield. Whilst finding land to build any affordable homes identified as being needed, is likely problematic in the village, a call for sites could be undertaken, alongside a survey of the village on the ground with the rural housing enabler, who could write to any landowners to see if they will sell some land. A housing needs report may also help the parish council to inform (with evidence) any large planning development(s) that may come in to, or possibly adjacent to, the village – and could steer what is actually needed locally.

The survey is being posted out this week by the Housing Enabler at Action with Communities in Rural Kent. She receives them back direct, so the parish council remains impartial. The deadline for replies is 2 March 2016, after which time the housing enabler will analyse and collate the information obtained and write a report for the parish council.

The Clerk has uploaded a copy of the covering letter and survey to the parish council's website for anyone needing an additional form.

197. **FINANCIAL MATTERS**

RECEIVED the bank statement for January 2016, and RESOLVED the signature of a councillor other than the Chairman thereon;

NOTED a payment of £16.33, for the Plusnet Internet account was taken by direct debit on 18/01/2016.

NOTED that the Clerk completed a VAT return on 12 January 2016, for the period 01 June 2015 to 31 January 2016, totalling £1,133.42 and NOTED confirmation of a BACS refund of £1,133.42 from HM Revenue and Customs for this.

NOTED confirmation from CCC of the precept for 2016-2017, totalling £60,712 (made up of grant of £1,365.32 and £59,346.68 precept). There is an increase from last year's Band D figure of £37.89 to £38.60 this year – an increase of £0.71.

NOTED that the Government confirmed on 18 January 2016 that the 'referendum principles' which can trigger a referendum if there is an 'excessive' rise in council tax or precept (in England) will not apply to local (town and parish) councils setting their precept for 2016/17.

Internal Auditor's report - RECEIVED the Internal Auditor's report of the Internal Audit undertaken on 11 January 2016. There are no areas of concern.

End of Quarter 3 report - RECEIVED an end of Quarter 3 report of spend against budget headings (to 31 December 2015)

Increase in National Insurance following the introduction of the New State Pension

The new State Pension is being introduced on 6 April 2016 for those reaching State Pension age after that date (to replace the current complicated multi-layered system of basic and additional state pension with a clearer single pension amount.)

As a consequence of the reforms, contracting out of the additional State Pension will come to an end. The Local Government pension scheme is a contracted-out type.

From April 2016 both the Clerk as employee, and Chestfield Parish Council, as the employer will pay increased National Insurance contributions. Both will pay the standard rate of National Insurance instead – this will be an increase of 1.4% of earnings between the HM Treasury thresholds (namely, £5,824 the Lower Earnings Limit and £40,040 (2016-2017 rates)) . The Clerk will check the relevant web links for more information and will need to instruct the payroll provider to change the rate from 6 April 2016.

198. **AUTHORISATION OF ACCOUNTS**

The Clerk presented finance sheets for cheque payments requiring authorisation totalling £246.03, together with an additional sheet totalling £4,318.96. It was RESOLVED that the financial matters and accounts be authorised for payment.

199. **CLERK'S REPORT**

Correspondence

RECEIVED Minutes of the Kent Association of Local Council's meeting held on 19 January 2016, with guest speaker from the Police Mark Arnold.

RECEIVED the published Final Recommendation on the new electoral arrangements for Kent County Council.

INVITE to the KALC Annual Planning Conference on 7 March 2016, at Lenham - An All Day Event with lunch. The councillors will re-consider when the agenda is published.

Canterbury City Council's Annual Parking Review 2015

At the request of some residents, Chestfield Parish Council asked that a proposal for double yellow lines be considered in Chestfield Road, Chestfield, from the WI hall up to Polo Way. The Annual Review Panel is made up of the Chair and Vice-Chair of the Joint Transportation Board, and the Council's Enforcement Manager, Transportation & Environment Manager and Senior Transportation Officers. The Clerk was advised at the end of January 2016 that this panel considered all requests for changes to parking restrictions that the city council received during 2015. The panel considered the parish council's request for changes to the parking restrictions in Chestfield Road but decided that this proposal should not proceed any further and the city council will therefore not be able to take any further action with this request.

The panel's decision was made for the following reason: *The panel is concerned that removing parking would lead to an increase in traffic speeds.*

Riverside Project, Thanet Way - update

The project's communications officer sent the Clerk an update on the Riverside Church Project:

Building work

- This is well under way. Phase 1 (office units and meeting rooms) will be finished in the next few weeks and our staff, along with CXK and some other companies will be moving in as soon as it is ready. Plus the Canterbury foodbank facility is also very close to being operational
- Phase 2 (main auditorium, cafe, lounge, kitchen, reception area and more meeting rooms) is also well advanced and should be ready to open by the first week of May
- Phase 3 (youth lounge, sports hall and additional storage units) will begin as soon as we can arrange it after phase 2 completion

Recent photos and a plan can be found at www.facebook.com/riversidechurchwhitstable

Preview Visit

CONSIDERED an invitation for parish councillors to visit the site for a preview tour – this needs to be on a Saturday as that is when the site is clear of workers (and thus safe to attend). Cllrs Bailey, Brealby and Fowler were keen to go.

Opening Events

Riverside are planning a family fun day for the general public as well, commissioning services and other events to mark the opening of the main building. More information to be sent to the Clerk closer to the time.

Play park shrub beds

The Parish Council Minuted back in May 2015 as follows: “The Clerk was contacted by a city council officer about the large oval bed in the play area, the one close to the play equipment, not the ones on the road edge. The trees are taking over and the “shrub bed” is becoming a woodland. The officer would favour a clear out of the trees, leaving the odd one, and then a planting plan for this winter. The work would take place after August – after the bird nesting season. Councillors thoughts were welcomed. Tidying up was welcomed. The suggestion of azaleas for colour was offered. This does not preclude the removal of the trees and bushes to enable a better outcome.”

In January the Clerk was contacted by a CCC officer. He explained the city council has no budget to do any improvements this season. There is a possibility to “improve” in the autumn but it will be hard without a big clear out beforehand. New stuff will struggle next to well established plants. The officer offered “a bit here and there rather than the whole lot, say phased over a couple of years”.

The Clerk forwarded the email to councillors and Cllr Fowler and Cllr Rabey kindly offered to do a clear out. The Clerk contact CCC officers offering help and / or a financial contribution for one season to improve the bed. They require risk assessments to be written out. Cllr Fowler, Cllr Rabey and Clerk will do a site visit and complete the risk assessment for any activities to be undertaken. Cllr Fowler commented that there is a need to establish how much help from CCC may be forthcoming, and also to establish too the expectation and check that CCC/Serco will arrange a rubbish collection

Public meetings on transport improvements for the district.

Two public meetings, chaired by council leader Cllr Simon Cook, were held in Canterbury and Whitstable on 21 and 22 January 2016, where residents were invited to hear more about the council’s proposals to develop and modernise parking across the district and to make improvements to pedestrian areas in Canterbury. The package of measures proposed includes greater use of technology to make car parks ticketless, the decking of Station Road West carpark, an extra 200 spaces at Wincheap park and ride and the refurbishment of key shopping areas. More about the proposals at <https://www.canterbury.gov.uk/parking-travel-roads/city-centre-transformation/>

Cllr Fowler attended at Canterbury and Cllr Rabey attended the Whitstable meeting, and their joint report is circulated separately. The Clerk would like to record thanks to them for this.

KCC Adult cycling training initiative

Kent County Council are running free Adult cycle training across Kent. The two hour courses are for anyone who wants to start cycling, return to cycling, a confidence booster, or improve their cycling in busy environments. The courses are free and all people need to do is sign up and turn up with their bikes. Cyclists are an identified high risk group in terms of road crash casualties, hence the support for the provision of more training.

Four different types of course are offered, catering for all levels from absolute beginner through to experienced cyclists, who wish to enhance or refresh their skills. The free courses are all 2 hours in duration and are delivered by nationally accredited instructors, who are employed by KCC.

Cllr Rabey at the November 2015 parish council meeting offered to be the lead on behalf of the Parish council. The Whitstable Rugby Football Club have kindly agreed that their ball court may

be used to run the courses. Cllr Rabey agreed to send the Clerk the KCC cycle initiative website to be added to the magazine.

200. **UNSUNG HERO**

The Clerk will invite the residents nominated for the unsung hero to the Annual Electors meeting on 21 March 2016 to receive their award. The Clerk will give the Chairman some text for an engraving and etched vase.

Councillors asked the Clerk to add in the next magazine that if anyone wants to nominate another 'hero' to contact the Clerk.

201. **QUEEN'S 90th BIRTHDAY 2016**

The parish council considered whether to mark the Queen's 90th birthday in 2016 with a celebration event and to combine it with a Fun Day for the village again. The Chairman agreed to speak to the cricket club re possible dates, and Sunday 26 June 2016 has been booked – this was the only day that there were no fixtures that would have needed juggling or cancelling, and it is close to the Queen's birthday in June. Cllr Bailey will speak to the cricket club who have volunteers who will help. There have been lessons learned from holding the Fun Day in August 2015. The event could include a Royal Fancy Dress competition or theme, crown making activities, etc. The Clerk explained that at the recent Rural Area and Advisory Committee the Rural Members resolved that the £4,500 left in the opportunities pot be divided between any parish councils who are running an event to celebrate the Queen's 90th birthday, and who submit an application by 29 February 2016 to get a share of this. However Chestfield Parish Council is represented on the Whitstable Area Member Panel. The Clerk therefore obtained the relevant forms and has submitted an application for a £200 grant for Whitstable Members to consider. The Clerk will also advertise the event in the March magazine.

A resident present advised that the Grasmere Village Residents Association is meeting next week and an agenda item is to consider whether to do an event – Cllr Bailey suggested that in view of their proximity to the cricket club venue, they may wish to go ahead and get involved and combine on the same date and event.

Cllr Bailey advised that the cricket club are applying for funding from Sport England for a new roller. The Clerk will write letters of support for this and the work of the Club to assist the application.

202. **VILLAGE SURVEY 2016**

The planned village survey for 2016 has been trialled with resident volunteers who attended the thank you buffet. 27 responses were received, and have proved very useful. There have been some really helpful comments already, for example, suggested improvements to the magazine. The Clerk would like to record thanks to Cllr Fowler who has devised an excel spreadsheet for inputting the results and who has spent hours with the Clerk inputting the surveys. Work to input is very time consuming, and work continues, with a view to presenting a writeup of this small sample group to the March parish council meeting, along with a suggested final version of the survey based on lessons and experiences learned.

The Clerk explained there are lots of volunteers willing to distribute the surveys and in some cases to door knock to collect them too. The survey is likely to go out in phases from April. The Clerk has written to all the volunteers and will collate a distribution plan.

203. **NETWORKING EVENT**

The parish council would like to host an event for all the village residents' associations' representatives to meet to network, and discuss common items such as the upkeep of unadopted roads. There could be benefits in a meeting to learn best practice and to see if there could be economies of scale for combining the numbers of potholes for filling etc.

The Clerk has written letters to the Residents Associations of Maydowns Road, The Drive and Drove, Ridgeway, Broomfield Gate and Radfall, Shrubhill, The Leas and Fairlawn, and Grasmere Village Residents Association. The Clerk has received some positive responses and will go ahead and set a date and invite everyone to attend. The parish council will fund the hall

hire to facilitate a meeting. Cllr Ellis agreed to attend, as a councillor and resident of an unadopted road, with the Clerk to facilitate the meeting.

204. **SPEEDWATCH**

The Kent Police newsletter has been circulated to both parish councillors and speedwatch volunteers by the Clerk. There was some good data in it.

Since the last meeting 2 checks have recorded 22 vehicles travelling between 36 - 45mph. The Clerk explained that she did one of the checks with a volunteer and in the hour session they saw seven Royal Mail post office vans doing over 30mph although only two of these were recorded and the indexes passed to the Police. The Clerk was asked to write to the Royal Mail to ask that their drivers be reminded of the 30mph limit through the village.

205. **HIGHWAYS**

Broken barriers at the Swalecliffe station roundabout

Yet again, the barriers on the train station side of the Swalecliffe roundabout at the bottom of Chestfield Road have been damaged by a vehicle. The Clerk has reported this. Signs and poles on the central island by the car wash have also been knocked and reported. Councillors commented that this area is becoming an accident black spot. There are many pedestrians using this area from and to the station. The Clerk was asked to speak to highways regarding their latest thoughts and to see if they can get access to the accident reports to see if there is a pattern on why they are occurring.

Residents' petition regarding flooding issues at Radfall Road

At the November 2015 parish council meeting, the Chairman explained he had received a petition from 77 people of 68 different households in the Broomfield Gate, Radfall Hill, Dukeswood and Radfall Ride roads, who have all been affected by flooding of the Chestfield Road under the A299 bridge/underpass.

The residents are campaigning for a proper solution, especially as this is one of the main routes in and out of Canterbury. After some research, the Clerk sent a copy of the petition with a covering letter, on 30 November 2015, to the following three bodies:

- The Business Performance Team at Kent County Council, County Hall, Maidstone.
- Southern water
- The Land Drainage Team at Canterbury City Council

Southern Water instructed an Investigation Technician for Kent, who is aware of the history of flooding in the area, and Southern Water's County Sewerage Engineer. They undertook a Closed Circuit Television Survey of the area, and determined that the flooding is not caused by any Southern Water sewers.

The Clerk will chase for updates/replies from highways and CCC.

Right hand sign for Radfall Hill to alert drivers to the junction at Dukeswood

There is a problem at the junction of Radfall Hill with Dukeswood. Drivers drive fast down Radfall Hill from Broomfield Gate/Tyler Hill direction towards the right hand turn in to Dukeswood. There are real hazards and risks of rear-end collisions for drivers wanting to turn right in to Dukeswood if there are vehicles coming up the hill and therefore causing them to have to stop and wait to turn. The Clerk could provide speedwatch statistics of speeding offences at this location since 2011.

The parish council has recently discussed paying for a new highways sign drawing attention to the existence of a right hand junction when coming down Radfall Hill to the Dukeswood entrance. The Clerk has sourced an alternative traffic consultant that may be able to help and will contact them and report back.

206. **ENVIRONMENT**

New walks within the parish

The Clerk, assisted by a resident, has worked up additional walks in the parish, and the following three have been approved for further promotion by the parish council:

The routes are considered level, attractive and are pushchair and children friendly. They are shorter than the originally devised route and can be standalone walks or used together to add optional 'extensions' to make the walks longer if desired.

- **Route A** – 2.0 miles – starts at Play Park, goes round Green Leas, Fairlawn, then along The Leas, The Drive, The Drove, footpath circling Birkdale Close and back again.
- **Route B** – 1.3 miles – starts at Play Park, along Chestfield Road, Cherry Orchard, Shepherds Walk, Grasmere Road, and back to the Play Park (can be walked in reverse also)
- **Route C** – 1.25 miles – starts at Play Park, along The Ridgeway, across Grasmere Pasture, down Grasmere Road and along Chestfield Road back to the Play Park (Can also be walked in reverse).

The Clerk has contacted the Residents Association of Green Leas, Fairlawn and The Leas to advise them of the project, who are happy that the routes be progressed with some cautional wording in any leaflets.

The Clerk has walked the routes again with the resident and directional text has been drafted. The Clerk will bring a draft leaflet for one walk to the next meeting and Cllr Rabey will walk the route 'to test the text'.

Access to the ball court at Whitstable Rugby Football Club

At the November 2015 parish council meeting Councillors discussed their concern that grant money for court and fencing improvements was given on the understanding that there would be improved public access but since the Rugby Club have recently laid new surfacing the gates are being locked. The result is that children are cutting and damaging the fence in order to gain access. The Clerk formally wrote to Whitstable Rugby Football Club with the parish council concerns about the lack of access to the ball court, and this was discussed at the Rugby Club's January committee meeting. The Chairman expressed continued concerns with their written reply received shortly after, and the parish council resolved to ask for an extraordinary meeting with the Rugby Club committee, to try and reach an amicable solution.

207. **CONFIDENTIAL ITEM – VOTE FOR CO-OPTION TO THE COUNCIL**

The four candidates putting themselves forward for co-option to the vacancies on the parish council were considered. All of them are considered successful candidates but the councillors looked at their skill sets and the parish council's needs and balance at this time, and the projects currently being undertaken or planned. Based on this, the councillors voted in accordance with the parish council's standing orders and resolved their preferred candidates in order. The Clerk will do an interim reply to the candidates and then when the third vacancy has followed due process and assuming an election has not been called by 10 or more electors, the Clerk will invite three candidates to the 14 March 2016 parish council meeting to be formally co-opted. The Clerk will do all the necessary new councillor actions and inform Electoral Services of their details when appropriate.

The meeting closed at 9.35p.m.

Signed: Date:
Chairman

Please note these Minutes remain as draft Minutes until they are approved by the parish council at their next parish council meeting

**CHESTFIELD PARISH COUNCIL
PLANNING REPORT, 08 FEBRUARY 2016**

APPENDIX 2

Review of the Canterbury District's Conservation Areas

A report went to CCC's 11 November Policy and Resources Committee:

<http://democracy.canterbury.gov.uk/moderngov/ieListMeetings.aspx?CIId=615&Year=0>

The report outlined the Heritage and Design Team's intention to review the District's Conservation Areas. The review would aim to identify the District's important heritage assets and protecting them by applying the most suitable planning controls. By using the most appropriate planning controls for each area, including Article 4 Directions (which remove permitted development rights), local listing, Tree Preservation Orders, and conservation areas, depending on the type and quality of the heritage assets, combined with design guidance, CCC can ensure that the heritage is properly cared for and enhanced.

The Committee did resolve to go ahead with the review. The recommendation for Chestfield is that the conservation boundary should be drawn tighter around the historic structures. The report included a template for evaluating the area(s).

RESOLVED at the December 2015 parish council meeting, that the Clerk with Cllr Fowler and Cllr Rabey with planning responsibilities should prepare for the CCC exercise.

The Clerk has emailed the Heritage team officer and asked whether there is an order for the areas to be re-appraised and when Chestfield may be timetabled. Ideally, the Clerk and Cllrs can learn from another area's review first on the approach that CCC are using.

The Clerk will research what the NPPF says about conservation areas.

She will also research the Canterbury District Local Plan for conservation area policy guidance.

New Applications

50	CA/16/00148 Molehill Cottage, Molehill Road Replacement garage	A previous application for a replacement garage and first floor workspace was refused by CCC on grounds of its size and the visual effect that it would have in the conservation area. At that time the Parish Council made comment about the size of the structure and requested restrictions be placed on the use of the first floor to prevent habitation. The new plans do not show a first floor area. The overall size of the structure is slightly smaller than that of the previous proposal and the roof height has been reduced from 7 metres to 5.6 metres. Interestingly no comments were received from the neighbours last time and as this application is for a smaller building the parish council has no comments.
51	CA/16/00209/FUL – Woodway, Broomfield Gate Single-storey side extension	This property is next to Queens Acre which has had several failed planning application attempts recently. Being that the proposed extension extends very close to the boundary and given that planning might be a sensitive issue in this area at present, Cllr Fowler viewed the site from the public bridleway to get some idea of how it could affect neighbours. In conclusion he felt that it is unlikely to adversely affect neighbours privacy. Therefore the parish council has no comments.
52	CA/16/00188/FUL – Land adjacent to McDonalds, Thanet Way Erection of restaurant unit (Use Class A3) with associated parking	The parish council has no comments to make on this application.

53	CA//16/00243 White Gables, 4 Share And Coulter Road, Chestfield, CT5 3LE Proposed single-storey rear extension.	The parish council has no comments.
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Notifications

CA/15/02483/FUL – 58E Chestfield Road Proposed side and rear extensions	Granted by CCC
CA/15/02585/FUL – Pine Cottage, New Road, (off Thornden Wood Road), Chestfield Proposed single-storey rear annexe extension	Granted by CCC
CA/15/02541/FUL – 9 Chestfield Road Erection of a timber built Outhouse/Summerhouse/Store with a verandah	Granted by CCC
CA/15/02633/FUL – 20 Little Paddocks Replacement garage with first floor extension above, new porch to front	Granted by CCC

Enforcement - Mobile home sited in field off Radfall Road

The field on Radfall Road hill, between Radfall Ride and Broomfield Gate, has a mobile home sited on it, and CCC's Enforcement team were contacted on 10 July 2015. They replied on 16 July 2015 that the development is unlawful, but have since invited the owner of the land to apply for planning permission, with the necessary documentation and fee. This was invited several times.

An update on 4 November 2015 advised that the planning officer had written to the land owner on several occasions and had recently chased a PCN (Planning Contravention Notice) which was sent to the land owner over a month ago.

The latest update obtained on 7 December 2015, stated that at the start of the investigation the owner implied that he had planning permission and that the static caravan was going to be used to store items. Since then it has transpired that there is no planning permission, the land hasn't been used for many years, and the owner is using the land to store a static caravan. The use of land to store a static caravan is NOT ancillary to agricultural enjoyment.

The enforcement officer is therefore now in the process of obtaining authority to serve Notice. The Clerk will seek a further update.