

**CHESTFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 10 APRIL 2017**

Present: Parish Cllr Steve Bailey (Chairman)
Parish Cllr Chris Brealy (Vice Chairman and Chair of the meeting tonight)
Parish Cllr Andrew Rabey
Parish Cllr Pat Gibson
Parish Cllr Tricia Chapman
Parish Cllr Chris Ellis
Parish Cllr Anne Loder
Parish Cllr Bob Todd
Ms Amanda Sparkes, Clerk to the Council
3 x residents

196. CHAIRMAN'S WELCOME

Cllr Brealy as Vice-Chairman opened the meeting and explained that Cllr Bailey had explained he was going to be late as he had been held up in London. Cllr Brealy welcomed everyone to the meeting. Apologies for absence were received and accepted from Parish Cllr Paul Clayson (away doing the Brighton Marathon).

197. MEMBERS' INTERESTS – Cllr Chapman declared an interest in Grasmere Pasture due to the proximity of the home.

198. MINUTES OF THE MEETING HELD ON 13 MARCH 2017

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

199. MINUTES of THE ANNUAL ELECTORS' MEETING

RECEIVED the Minutes of the Annual Parish Meeting for Electors held on 27 March 2017 with guest speakers Porchlight (These Minutes get approved at the next Annual Electors' Meeting to be held in 2018).

As a point of clarity City Cllr Jenny Samper had asked that under her address some additional wording be added. The Minutes record, "...the additional adjacent site to Chestfield for the Gladman development proposal is not in the Canterbury District Local Plan and is not being considered by CCC as it is deemed protected open space."

This for clarity should read, "the additional adjacent site to Chestfield for the Gladman development proposal is not in the Canterbury District Local Plan as a considered strategic site for housing in the CDLP, and is not being considered by CCC as a suitable site for housing, as it is deemed protected open space. However CCC as the local planning authority do have a duty to consider any outline or otherwise planning application submitted for it."

Cllr Brealy advised that infact the city council had just published a decision notice on 4 April 2017 that they had refused the outline application (CA/16/02971/OUT) for 170 dwellings at the Gladman site.

ACTIONS arising from the Annual Electors' Meeting:

- RESOLVED to make the laying, by the Chairman, of a wreath at the St John's Memorial Remembrance service in November, a yearly event. The Clerk will bring this as a timely Agenda item each year for action.
- RESOLVED TO FOLLOW UP the KCC review of the 'voucher system' for trade waste and to assist in the review being undertaken if possible – this may have to wait until after the KCC Member Elections in May 2017. Cllr Bailey as Chairman will lead.
- RESOLVED that the Clerk should research and run details in the next magazine to ensure that residents check that contractors that they may use have a valid licence to take trade waste – if not residents themselves can get a fine for any illegal disposal.
- RESOLVED that Cllr Ellis should advertise Chestfield History Society events in the magazine, when appropriate to do so.

200. **POLICING**

Prior to the meeting the PCSO, Jade Hoyle, had advised of a two-vehicle RTC at the top ed of Chestfield Road by South Street that occurred on Tuesday 4 April 2017. One car was parked at the side of the road with no persons inside. One person was taken away by ambulance but luckily nothing serious. The Clerk will add this incident to the parish council's log of known accidents. Cllr Rabey commented that it appears important to note that the driver was not paying attention and therefore this draws importance to our speedwatch volunteers, and for example, of them considering where they wish to position themselves.

201. **NEIGHBOURHOOD WATCH**

Neal Fowler, Vice Chairman of the Canterbury and District Neighbourhood Watch had provided a report to the meeting which had been circulated to all councillors prior to the meeting.

Crimes reported to Coordinators via the police - None reported in Chestfield this month.

Scams - None this month.

General warnings issued to NHW in the area by the police, the National Fraud Intelligence Bureau and/or other trusted sources over the last month:-

Police have warned gardeners and allotment holders to be on their guard following a spate of thefts.

Reduce the risk of having your property stolen by:

- . Always putting tools and equipment away in a locked place
- . Disabling lawn mowers and other machinery when not in use and chaining items together to a solid anchor point
- . Using closed shackle padlocks and installing alarms and security lights .

If your property is stolen, you have more chance of getting it back if it is recovered by the police if you write down some details (make, model, serial number and identifying marks) and have pictures of the items. You can also:

- . Register your valuables on Immobilise - the national secure property database
- . Security-mark items with a UV pen or a forensic marking solution
- . Keep hedges and fences maintained and gates locked
- . Secure hanging baskets to their brackets.

Fraudsters are sending out a high volume of phishing emails to personal and business email addresses, pretending to come from various email addresses, which have been compromised. The messages contain false information that tries to convince the recipient that their banking details have been passed to this 'honest law-abiding' citizen who now wants to warn of the problem. The recipient is told they can 'explore' the info that has been obtained by inputting a password - typically 2811 into an attachment sent with the message. This attachment is thought to contain the Banking Trojan Ursniff/Gozi, hidden within an image in the document. The Ursniff Banking Trojan attempts to obtain sensitive data from victims, such as banking credentials and passwords. The data is subsequently used by criminals for monetary gain. Having up-to-date virus protection is essential; however it will not always prevent device(s) from becoming infected so the police & ActionFraud are advising:

- Don't click on links or open any attachments you receive in unsolicited emails or SMS messages: Remember that fraudsters can 'spoof' an email address to make it look like one used by someone you trust. If unsure, check the email header to identify the true source of communication (you can find out how by searching the internet for relevant advice for your email provider).
- Do not enable macros in downloads; enabling macros will allow Trojan/malware to be installed onto your device.
- Always install software updates as soon as they become available. Whether updating the operating system or an application, updates often include fixes for critical security vulnerabilities.
- Create regular backups of your important files to an external hard drive, memory stick or online storage provider. It is important that the device you back up to is not connected to your computer as any malware infection could spread to that as well.
- If you think your bank details have been compromised, contact your bank **immediately**.

202. **ADJOURNMENT OF THE MEETING** - There were no comments or questions from the residents present and so there was no adjournment. The meeting continued.

203. **PLANNING**

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

Ref CTIL 117922_TEF 46365 – Upgrade to telecommunications radio base station installation at land on Molehill Road, Chestfield

NOTED a letter received dated 3 April 2017, from Clarke Telecom Ltd, Unit E, Madison Place, Northampton Road, Manchester M40 5AG

This explains that following agreement with two operators the equipment here will in future be managed by one – Telefonica, The upgrade will provide enhanced capacity and an enhanced 2G/3G network and enable a new 4G coverage and service for Telefonica and Vodafone customers in the south Chestfield area and the A299.

The proposal replaces the existing 17.5m streetworks pole with another with 3 antennas attached together with associated cabinets to the back, and with trees and bushes to provide screening.

CA/17/00469/OUT - Grasmere Gardens, Land South of The Ridgeway, Chestfield OUTLINE APPLICATION submitted

Outline application for up to 300 residential dwellings and 3,500 sqm of employment space use class B1a (or 1,000 sqm employment space use class B1a and a new primary school), with all matters reserved except access (excluding internal circulation) also including:

- a community hub to include shops, financial services, food and drink outlets
- non-residential institutions to include clinics, health centre, crèche, nursery and day centre
- a cafe/restaurant/bar
- 7.16ha of open space including children's play areas.
- Detailed proposals for 140 residential dwellings, access from Reeves Way and emergency access from Richmond Road, community hub, cafe/restaurant/bar, open space and play facilities and associated car parking and landscaping.

The Clerk had spent some time going through the submitted documents and had written a report for all councillors with some key points. The deadline for comments is 21 April 2017 so the parish council response will need to be ratified by email prior to the next meeting. The response will include concerns around access, the sustainable drainage systems, flooding risk, parking on site and the arrangements for the future maintenance of the open spaces. Cllr Ellis commented that if a community hub is built it would be good to have it open in the evening also. Cllr Brealy offered to look at the planning portal for any more details about the proposed hub, although after discussion, the parish council felt it will not mention it in their response at this time.

Cllr Brealy recorded thanks to resident and former parish council Chairman David Fitzpatrick for some assistance given to the parish council in respect of the drainage technicalities.

204. **FINANCIAL MATTERS**

It was at this point that Cllr Bailey entered the meeting and apologised for being late. He invited Cllr Brealy to retain chairing the meeting, which Cllr Brealy did for the rest of the evening.

RECEIVED the bank statement for February and March 2017, and RESOLVED the signature of a councillor other than the Chairman thereon;

NOTED that the next Year-End Internal Audit is booked for Monday 24 April 2017.

NOTED receipt of Business Rates bill for the office for 2017-2018 of £1,293.30 but that the amount payable is zero following the Clerk negotiating full business rate relief in 2016.

NOTED the BT quarterly telephone bill for £113.68 to be taken by direct debit on 4 April 2017.

205. **AUTHORISATION OF ACCOUNTS**

The Clerk presented finance sheets for cheque payments requiring authorisation totalling £2,649.73, together with items listed on an additional sheet totalling £3,042.93. The financial matters and accounts were authorised for payment.

206. **CHRISTMAS CAROLS**

The Christmas Carols event start time change from 8pm to 7pm has already been confirmed. A resident suggested a banner across the Church green if the Church is willing – a banner could also advertise the Fun Day. The Clerk confirmed she has written to Father Kevin about the suggestion and his reply and comments is now awaited.

207. **FUN DAY 2017 to run Sunday 23 July 2017 from 12pm to 4pm**

There has been one further meeting, now five in total. Cllr Bailey commented that the event is suffering from public lethargy with very few responses to take part. None of the road associations have responded to the Clerk's invitation letter – while this could be a good opportunity for them to raise funds for themselves. He had also contacted Porchlight and they will not attend saying it was not something they usually do. Cllr Bailey commented that a lot of effort goes into organising the event and the parish council cannot man all the stalls themselves. He felt that taxpayers' money may be better spent elsewhere. He commented that he is fed up with vile messages on his own telephone and keyboard warriors damning what the parish council tries to do. He questioned where is the community and the community spirit? The recent village survey showed residents had supported the idea but no-one has come forward. The event has been pre-advertised this year more than in previous years – in the paper, on noticeboards and the magazine but no one has offered to help. Cllr Bailey commented that it was a shame for him to say for the first time he was feeling a vibe of non-community spirit.

Cllr Rabey asked if the event is rescuable? He had not sat on the working group meetings but was keen to make the day a success. The Clerk will chase for responses / verbal agreement from the 25 organisations that she has sent letters to. She explained that the June magazine has a key print deadline for getting information out to residents.

The Whitstable Regatta is not going to run this year, so there may be potential opportunity for the parish fun day to help some of the charities usually involved in the Regatta. Cllr Bailey will try again to make contact with the Whitstable Lion's Chairman.

Cllr Bailey further commented that the cricket club have given up their facility for this event and it may be preferable for them to go back to having a fixture or their own fundraising event.

A working group meeting was set for Wednesday 19 April 2017 – when all councillors will be invited to attend. This meeting will then discuss the project and a firm decision on whether to run it or not will be made. The Clerk will invite the Cricket Club Chairman to be in attendance too

208. **CLERK'S REPORT**

Lord Mayor's event for Chairmen and Clerks 16 March

NOTED that the Clerk and Cllr Brealy as Vice Chairman attended this Lord Mayor's event on 16 March 2017 at Tower House. It was the first of its kind and well attended.

Flytipping issues in the district and beyond

NOTED that the Chairman and Clerk met with city councillor Robert Jones on 16 March 2017. Cllr Jones is the city council's Herne Bay district liaison councillor for issues of fly tipping, dog mess and litter. Further work may be appropriate after the KCC Elections in May 2017 to address problems with disposing of waste at the county run waste and recycling centres.

NOTED that the Clerk sent a thank you letter to relevant city councillors and city council officers and the Chief Executive on 17 March 2017 in recognition of the massive clear up undertaken at the Share and Coulter site in March, and to offer support for joint working in the future to address the ongoing concerns about fly tipping in the district.

Annual Electors' Meeting held 27 March 2017

The Charity "porchlight" were guest speaker. The donations from the night totalled £210.30 (including the Chairman's allowance cheque donation of £100.) If anybody sees someone on the street that they think may be homeless they can report them to 0800 567 7699 – and the Porchlight team will go out to find this person.

For any resident wishing to set up a regular donation the Clerk has a standing order form, or a direct debit may be set up online at <http://www.porchlight.org.uk/donate-online>

The Clerk has uploaded Minutes of the meeting, and the Chairman's address, to the website, and will run another advert/feature for Porchlight in the next magazine.

209. **CHESTFIELD VILLAGE SURVEY 2016 AND ACTION PLAN**

There have been 450 responses from residents giving a response rate at 32%. Informal meetings with the clerk and Cllrs Rabey, Gibson and Chapman has been to disseminate the numerical and narrative comments and formulate an Action Plan. An Action Plan will be formulated and brought to full council in due course. This will act as a steer for the parish council for the next 5 years or so. Cllrs Rabey Gibson and Todd and the Clerk will meet again to progress this.

In the meantime, the Clerk and Cllr Chapman had provided a Magazine Action Plan with suggestions to address residents' comments. There have been some very good ideas.

For assigning actions, it was agreed that all councillors will look at the actions on the action plan and volunteer where able –with responses to the Clerk by 19 April 2017. Then some of the improvements/changes and feedback may take effect from the June magazine.

Invitation to consider asking for a visit from the Rural Kent Coffee and Information Project

In April 2017, Action with Communities in Rural Kent will launch a new service bringing a library of information with a mobile café to rural communities in Kent and Medway. The café will provide a source of information and a friendly, informal meeting place for residents. It can be difficult to find the information about services available and it can also be a problem knowing who to turn to for the help you require, or even how to find out what is actually available to you. The Coffee and Information project can provide a point of focus for bringing villagers together. Rural Kent will offer free refreshments and a wealth of information about services available in the area. Staff and volunteers can direct residents to the information or help they need, or they can just come along for a chat, meet other villagers and get to know more about the things that are happening in their community.

The project stays for two hours. All the team need is space and permission to park and set out their tables and chairs, ideally with access for everyone. They will also supply publicity material for us to post in the village.

An alternative is to invite Rural Kent to join in at an event – a campervan is available all year round and can link to coffee mornings, toddler group or lunch club to bring the same range of information.

Visits are free but donations are welcome to support the service.

This information will be added to the emerging Survey Action Plan for further consideration. A request form for a visit must be completed.

210. **SPEEDWATCH**

The Clerk advised that the plea for more volunteers has led to three residents coming forward. The online system is bedding in.

211. **HIGHWAYS**

Lane discipline markings and chevrons at the railings on the train station roundabout

The Clerk explained that she has chased again for possible lane markings and chevrons being installed to try and stop these repeated railings incidents. Also, she has chased for the parish council request to pay for a Traffic Regulation Order to consider a reduction in the speed limit here from 60mph to 40mph.

New bus stops at Radfall Ride

There are new bus stops with kerbs standing and yellow bus markings on both sides of the road at the bottom of Radfall Hill by Radfall Ride. The parish council was not consulted or informed that these were being done – but presumably have been done by Stagecoach as part of their DDD easy access requirements. A resident has contacted the Clerk with concerns that the one adjacent to Radfall Ride is too close to Radfall Ride and actually obstructs the entrance.

Pothole Blitz Launch 2017

Kent County Council has launched its 2017 pothole blitz on 3 April 2017 – to spend an extra £2.4million to repair local roads in Kent throughout spring and summer. Last year's blitz saw 1,300 individual pothole repairs and 56,510 square meters of larger road repairs. Support KCC to make sure they target roads important to your community - use the online fault reporting tool at www.kent.gov.uk/highways.

The Clerk has devised posters for the noticeboards with this information and will also run the text in the June magazine.

A299 Thanet Way repairs

The parish council has been kept updated during the highways works over the last few months. Cllr Rabey commented that he has been really impressed with these Kent Highways updates. They are informative and helpful in dealing with potential issues. There has been some noticeable noise reduction in the areas of resurfacing. Cllr Rabey commented that the issue of noise affecting parts of the village was and is of concern to residents and travelling along the road drivers can hear the difference within the car.

However the tunnel that runs adjacent to molehill road was not resurfaced. Presumably this is because the works undertaken in sections along the whole stretch of the A299 was not a resurfacing job, but works to deal with the undulating sub section of the road being London Clay and moving, and presumably the tunnel has not had the problem of road sub-surface movement. Cllr Rabey felt that the tunnel is a particular hotspot for noise as the cars exiting the tunnel have the noise extenuated by the tunnel. The parish council agreed to remain mindful of the need for quieter surfacing if any future opportunities arise again for this, especially with all the new homes planned to be built in both the Canterbury and Thanet districts. Increased traffic levels will increase noise levels – and the traffic noise does impact on large sections of the village. Cllr Bailey commented that the road and residents could also benefit from more buffering, such as planting or a wooden fence to deflect sound.

212. **ENVIRONMENT**

Cllr Rabey advised that the six wooden benches that the parish council bought for Radfall Recreation Ground need sanding down and varnishing again. He and the Clerk had had to cancel dates due to bad weather. Cllr Rabey and Cllr Todd and the Clerk will look to reschedule to do the benches asap.

Public Rights of Way Map noticeboard at Maydowns Road.

C/fwd action: Repairs/maintenance for the Public Rights of Way Map noticeboard at Maydowns Road. The Chairman and Clerk will speak to a local contractor to organise this with the Clerk.

Line of very tall fir trees at the back of the play park

The very large fir type trees at the back of the play park alongside Fern Close are in KCC ownership and are dying and need attention. One tree has recently been removed. Chestfield parish council, as another joint initiative with KCC, have offered to part fund the removal and provision of new trees. All residents directly affected in Fern Close are highly supportive of their removal and replacement. KHS has since agreed to fully fund the felling and removal of the trees. CCC has also agreed that the usual conservation area commitments to put 16 back (for the 16 being removed) may be waived as there are issues of spacing to ensure room at maturity. 7 or 8 new trees may now be considered with hedging planted instead interspersed between to maintain the line.

The species are being renegotiated. The Clerk confirmed that felling will now take place in the Autumn and the highways officers are costing options up which will come back to the parish council.

Possible new noticeboard at the play park

At the site meeting with the tree officers in the Autumn of 2016 a possibility of the parish council installing a new noticeboard at the play park entrance was discussed – to be a form of communication and also act as a barrier to vehicles getting on to the grass area by the car park. The Clerk has contacted Kent Highways who must give permission for the parish council to install one. This has been acknowledged. There is no update yet.

Circular walk

After the February 2017 parish council meeting the Clerk contacted the golf club with the parish council's ideas for improvements and asked them as the landowners for permission to go ahead with getting quotes for the work to be carried out and paid for by the parish council. The Clerk explained that the golf club has replied that they are happy for the parish council to seek quotes.

The Clerk will therefore speak to Cllr Clayson who previously kindly offered to obtain quotes, for shingle secured with a mesh – or wooden duck board with chicken rail to keep it from being too slippery – and even a hand rail?)

The Clerk has obtained four new leaflet dispensers which may be placed at certain locations on circular walk route – She and Cllr Todd will install them on the parish council’s Primrose Way noticeboard, the Radfall walk information board, the Maydowns Road noticeboard and hold the fourth one for the new noticeboard at the play park (hopefully, highways permission withstanding.) Cllr Bailey said he would speak to the Swalecliffe Post Office postmaster to see if they will hold some circular walk leaflets too.

213. **WRFC BALL COURT**

An Agreement Document around ball park access has been signed by the parish council Chairman and sent to WRFC for their Chairman or representative to also sign one copy and return. This was acknowledged by the Secretary and the signed copy from them being returned is awaited. The Clerk will chase for this

Rugby club representatives agreed a limited open access to the ball park via a key to be held by the steward at the sandwich/burger stand. The parish council advertised this arrangement in the March edition of the parish magazine.

Some signage about key access, CCTV coverage, ‘rules’ for use such as respect and take litter home, etc. has been sent to the Rugby Club secretary and when agreed the parish council will get signage made up.

Some interim signage has been put up by the Rugby Club but it does not say where to collect the key from. The parish council questioned how many people may have asked for the key and whether the current system is working.

Cllr Rabey offered to speak to McDonalds to see if they would be willing to sponsor some kind of event in the ball court.

The meeting closed at 8.50p.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, 13 March 2017**

APPENDIX 2

**Appeal Land adjacent to 4 Shrub Hill Road
Erection of two detached dwellings (CA/16/00722) - Appeal Reference W/16/3154561**

An Appeal has been lodged with the Secretary of State, to be determined by written representations and a site visit by the Inspector. Decision is still awaited. (The Clerk has circulated the city council’s statement of case).

**22 Maydowns Road, Chestfield, CT5 3LL
Proposed two three-storey semi-detached dwellings following demolition of existing dwelling (CA/16/01878) - Appeal ref: W/16/3165084**

An Appeal lodged with the Secretary of State has been dismissed on the grounds of the proposal harming the character and appearance of the surrounding area.

New Applications

59	CA/17/00513/FUL - 20 Old Fold, Chestfield, CT5 3NL Change of use of log cabin in garden of main property to holiday let.	Cllr Rabey and the Clerk did a site visit for this application and concerns were raised with the planning case officer. Further details from the applicant about the proposal were received. In the absence of any neighbouring residents commenting/objecting the parish council has no comments/objectation.
60	CA/17/00530/FUL – 29 Plantation Road Proposed single storey side and rear extension, one and a half storey side extension and single storey front extension.	<i>The parish council has no comments.</i>
61	CA/17/00600/FUL – Land rear of 19 and 21 Chestfield Road Proposed two-storey detached dwelling	<i>The parish council has no comments. A previous application for two dwellings was refused and upheld at appeal. A previous application for a single dwelling has an existing permission. This application adjusts that permission. The Clerk has assisted a neighbour to make their own representation.</i>
62	CA/17/00469/OUT - Grasmere Gardens, Land South of The Ridgeway, Chestfield Outline application for up to 300 residential dwellings; 3,500 sqm of employment space use; with all matters reserved except access (excluding internal circulation) also including: - a community hub; non-residential institutions to include clinics, health centre, crèche, nursery and day centre - a cafe/restaurant/bar - 7.16ha of open space including children's play areas. - Detailed proposals for 140 residential dwellings, access from Reeves Way and emergency access from Richmond Road, community hub, cafe/restaurant/bar, open space and play facilities and associated car parking and landscaping.	See Minutes above

Notifications

CA/16/00537/FUL - Solar Array, Molehill Road, Chestfield, CT6 7PA Variation of condition 2 (approved drawings), 11 (swales) & 19 (external lighting) of planning permission CA/15/00128/VAR for the variation of condition 02 of planning permission CA/13/02004/FUL in respect of addition of combiner boxes; variation relating to revised details.	Granted by CCC
CA/16/02238/FUL – Molehill Solar Farm, Molehill Road Retrospective application for formation of swale together with retention of boundary fencing and change of use of land from agriculture to the siting of solar panels.	Granted by CCC
CA/17/00125/FUL – 8 Willow Way Single-storey rear extension together with pitched roof over the front section of flat roof to the side	Granted by CCC
CA/17/00314/FUL – 106 Chestfield Road Single-storey side and rear extension following demolition of existing out buildings.	Granted by CCC

Enforcement

ENF/17/00061 dated 21 February 2017 - Screw Fix, Units 101-104 Harvey Drive, John Wilson Industrial Estate CT5 3QZ: An enforcement case was created in February 2017 for the possible breach of planning with the installation of an illuminated sign. There is no further update at this time.