

CAPEL PARISH COUNCIL

COUNCIL MEETING AGENDA

Monday 23rd January 2017 at Capel Village Hall at 7:30pm

TO: Cllrs Mrs Fenton (Chair), Patterson (Vice Chairman), Mackonochie, Saunders, Sawyer, Young, Hollamby and Parker.

APOLOGIES:

Mrs Michelle Rumble – Financial Officer

Mrs Emma Ivory – Clerk to Council

AGENDA

Minute

Action By

No

- | | | | |
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| 024 | 1) | ADMINISTRATION Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones | |
| 025 | 2) | APOLOGIES FOR ABSENCE | |
| 026 | 3) | DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST | |
| 027 | 4) | COUNCILLOR CO-OPTION – Bob Anthony to be formally co-opted as a Councillor onto Capel Parish Council following the meeting of 19 th December 2016. | |
| 028 | 5) | CHAIRMAN’S ANNOUNCEMENTS | |
| 029 | 6) | QUESTION/STATEMENTS FROM MEMBERS OF THE PUBLIC
a) Standing orders may be suspended to hear questions/statements from members of the public received in accordance with the guidelines in the Appendix to Standing Orders.
b) In addition to the above, Standing Orders may be dropped at the discretion of the Chair for a period of up to 15 minutes to allow members of the public to speak on items within the meeting agenda. | |
| 030 | 7) | APPROVAL OF MINUTES
a) Minutes of the Council Meeting on 19 th December 2016 to be agreed and signed as a true and accurate record. | |
| 031 | 8) | MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA – Clerk yet to request details from Jeff Fenton, SpeedWatch Co-ordinator, concerning Colts Hill. | |
| 032 | 9) | EXTERNAL REPORTS
a. Borough Councillors Report
b. County Councillors Report
c. Police Report | |
| 033 | 10) | COMMITTEE AND PORTFOLIO REPORTS
a) Finance & Resources Committee
i) Requests for Payments, Funds or Donations –
(a) Counselling Centre Tunbridge Wells request for an unspecified donation amount to contribute towards the refurbishment of the centre. Clerk has requested user numbers for the parish.
(b) Samaritans Tunbridge Wells and District request a donation for an unspecified amount to contribute towards their annual running costs of £25,000. Clerk has requested user numbers for the parish.
b) Receipts and Payments - December accounts for ratification and January accounts for approval for payment.
c) Finance Risk & Audit Portfolio – Ratification of the budget and precept 2017/18.
d) Planning Committee
e) Flooding Committee and Portfolio | |

- f) **Highways & Traffic Portfolio** – Update following public meeting held on 16th January to discuss traffic volume and speed in the parish.

- g) **Housing including Memorial Cottages**
 - i) **Housing**
 - ii) **Memorial Cottages** –
 - (1) Request for replacement heaters in lounge and bedroom, with an additional installation of a heater in the kitchen in both cottages.
 - (2) Update on outstanding defects.
 - (3) Results of HETAS inspection on self fitted log burner by tenant in No 9. Ratification of quote for works to enable HETAS certificate to be issued.

- h) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**
 - i) Vacant allotments – 1
 - ii) Update on the Working Party set up to investigate the possibility of a MUGA (Multi Use Games Area) on the recreation ground, Falmouth Place.
 - iii) Update on the request from Shared Access to site a telecommunication at the recreation ground, Falmouth Place. Shared Access is an independent owner and operator of wireless communications infrastructure, leasing space on any sports facility sites to different Mobile Network Operators. Advice from solicitor, following receipt of contract from Shared Access is to seek clarification from TWBC and previous landowners, decision needed as to CPC making contact directly or contact being made via solicitors at a cost of approximately £300.
 - iv) Community Benefits Payment, Capel Grange Solar Park – Engie will not issue a revised contract, thought more suitable for a small parish Council, for the annual community benefits payment offered to CPC. Councillors to decide if they want Wellers Solicitors to review the contract at a cost of approximately £300 before signing the contract, or do Councillors want to proceed and sign the contract without first receiving legal advice.
 - v) Results and request for works resulting from recent tree audit at recreation ground, Falmouth Place carried out by TreeCycle Tree Care, this is the bi annual tree audit.
 - vi) Ratification of the purchase of two defibrillators and one heated case. One case is being donated by South East Coast Ambulance Service.

- i) **Staff, Office and Administration** –

- 034 11) **PARISH MATTERS (not covered under Parish Development above)**
 - a) South East in Bloom request access to outside water tap at recreation ground.

- 035 12) **CORRESPONDENCE RECEIVED**

- 036 13) **REPRESENTATION AT MEETINGS**

- 037 14) **QUESTIONS FROM MEMBERS**

- 038 15) **CLERK'S REPORT**

- 039 16) **DATE OF NEXT MEETING – 27th February 2017**