



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 9<sup>th</sup> January 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield. Dover.

Present

Councillor G Cowan (Chairman)

Councillor K Barraclough  
Councillor L Brooks  
Councillor P Capper.  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore

Apologies for absence were received from Councillor B Binfield, Councillor D Ditcher, Councillor Mrs S Gowland and Councillor S Rashid.

The Chairman opened the meeting by reading a statement regarding the recording of Parish Council meetings.

### **89. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal and prejudicial interest in Agenda item 8 due to his position on the Whitfield Action Group.

### **90. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 14<sup>th</sup> November 2006 be accepted and signed by the Chairman.

### **91. FINANCE**

The Parish Council considered the financial reports for November and December 2006.

The Parish Council considered the proposed Precept for 2007/08, as agreed by the Finance Committee at its meeting on 5 December 2006.

RESOLVED: (a) That the financial reports for November 2006 be accepted and the Schedule of Payments totalling £3,587.55 be signed by the Chairman;

(b) That the financial reports for December 2006 be accepted and the Schedule of Payments totalling £1,522.92 be signed by the Chairman;

(c) That the Precept for 2007/08 be set at £75,520, an increase of 21.4%.

**92. PUBLIC PARTICIPATION**

A Parishioner commented on the closure of Whitfield Library, the break-in at the Whitfield Club, the drinking problem, which seemed to have moved to the path between Beauxfield and Church Whitfield and the ongoing problem of dog mess on the recreation ground and in the alleys around the village. It was agreed that this be mentioned in the Parish Council's article in the Whitfield News. Concern was also raised regarding dangerous driving on the Whitfield Roundabout.

The Parish Council was asked whether a formal response had been received from Tesco following the Parish Council's letter regarding planning issues. The Clerk advised that she had been in contact with the head office and an apology had been received for the lack of response.

It was asked whether members of the public could attend Committee Meetings and whether the minutes of these meetings could be available to members of the public at Parish Council meetings. The Chairman responded that members of the public were free to attend Committee meetings and the minutes of these meetings would be included with the agenda for future Parish Council meetings.

**93. GRANTS & SUBSCRIPTIONS**

The Parish Council considered the Kent County Council Voices Team's letter of 3<sup>rd</sup> January 2007 requesting a grant towards a sporting trip.

*Councillor G Cowan declared a personal interest in this matter as the applicant was a personal friend.*

RESOLVED: That the Kent County Council Voices Team be invited to attend the next meeting to provide further details of the sporting trip and advise whether any of those attending were from the Whitfield area.

**94. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillor C Meredith regarding issues he was currently involved with, including signage for the Port Zone, the derelict ESSO station, litter emanating from the Tesco store, the fencing by the soak-away in Guilford Avenue, a Sustainability Appraisal of the Local Development Framework Scheme and the preparation of the District Council's 2007/08 Budget.

**95. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 21<sup>st</sup> November 2006.

RESOLVED: That the Minutes of the meeting of the Roads & Footpaths Committee held on 21<sup>st</sup> November 2006 be approved.

**96. FINANCE COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Finance Committee held on 5<sup>th</sup> December 2006. The recommendations regarding the 2007/08 Precept had already been considered under Agenda item 4.

RESOLVED: a) That the Minutes of the meetings of the Finance Committee held on 5<sup>th</sup> December 2006 be received and the recommendations contained therein be adopted.

97. **HOUSING COMMITTEE**

The Parish Council considered the Chairman's oral report regarding the meeting of the Housing Committee held on 8<sup>th</sup> January 2007.

At the Chairman's request, Councillor J Goodsell gave an oral report on the work of the Whitfield Action Group. He advised that the group had received letters of support from 18 Parish Councils and 2 of the Town Councils in the Dover District and these had been deposited with SEERA in advance of the Examination in Public to be held in February 2007.

RESOLVED: That the Chairman's report on the meeting of the Housing Committee held on 10<sup>th</sup> January 2007 be received.

98. **REPORTS FROM REPRESENTATIVES**

The Chairman advised that the first meeting of the Dover West Neighbourhood Forum would be held on 22<sup>nd</sup> January 2007 at Alkham Village Hall, on the subject of Waste and Recycling.

It was noted that Councillor J Goodsell's report of the Towns and Parishes meeting held in November had been circulated.

99. **COUNCILLOR TRAINING**

The Parish Council considered attendance at the 'Progressive Councils' training event hosted by KAPC, to be held on 24<sup>th</sup> January 2007.

RESOLVED: That Councillor K Barraclough, Councillor L Brooks, Councillor D Ditcher and Councillor K Gowland should attend the training event on 24<sup>th</sup> January 2007 as an approved duty.

100. **ANY OTHER BUSINESS**

The Parish Council noted receipt of a copy of the Kent and Medway Structure Plan, which would be available for inspection in the Office.

It was agreed that there was the need to encourage someone from the Old Park area of the Parish to stand in the forthcoming local council elections and it was hoped that the Parish Plan meeting would be a good opportunity to raise this.

101. **EXCLUSION OF THE PUBLIC**

RESOLVED: That in view of the confidential nature of the business about to be transacted, the public be instructed to withdraw.

**102. STAFFING ISSUES**

The Parish Council considered the Chairman's oral report regarding the appointment of Mr R Smissen as the Village Cleaner.

RESOLVED: That the appointment of Mr R Smissen as Village Cleaner be approved and ratified.

The meeting closed at 9.25pm.

COUNCILLOR G COWAN  
CHAIRMAN



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 13<sup>th</sup> February 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield. Dover.

Present

Councillor G Cowan (Chairman)  
Councillor K Barraclough  
Councillor B Binfield  
Councillor L Brooks  
Councillor P Capper  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore  
Councillor S Rashid

Apologies for absence were received from Councillor S Gowland.

### 103. DECLARATIONS OF INTEREST

Councillor J Goodsell declared a personal and prejudicial interest in Agenda Item 6 due to his position on the Whitfield Action Group.

### 104. MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the meeting held on 9<sup>th</sup> January 2006 be accepted and signed by the Chairman, subject to Minute No. 89 being amended to read that Councillor J Goodsell had a personal and not a prejudicial interest in Agenda Item 8.

Councillor D Ditcher asked whether the monthly reports from Dover District Councillors could be more specific.

Councillor J Goodsell asked if the Minutes could be cross-referenced. The Chairman agreed to look into this.

### 105. FINANCE

The Parish Council considered the financial report for January 2007.

RESOLVED: That the financial report for January 2007 be accepted and the Schedule of Payments totalling £6,228.50 be signed by the Chairman.

**106. PUBLIC PARTICIPATION**

A Parishioner asked why the railings by the Millennium Seat, which were knocked down by a milk lorry some time ago, had not been repaired. Councillor K Gowland stated that KCC Highways were waiting for the completion of the gas works before the repair work could be undertaken, and he agreed to chase up the matter.

**107. GRANTS & SUBSCRIPTIONS**

The Parish Council considered the renewal of the subscription to the Local Councils Update website.

The Parish Council agreed to defer the request for financial assistance for the Voices Team sporting trip until further information about the project's future could be ascertained.

The Parish Council considered the Whitfield Action Group letter requesting financial assistance, and it was agreed that further information as to the financial structure and organization of the Group was necessary before a decision could be made.

*Having declared a prejudicial interest in this item, Councillor J Goodsell left the meeting for the duration of the discussion regarding the Whitfield Action Group.*

RESOLVED: (a) That the subscription of £100.00 to the Local Councils Updates website be renewed.

(b) That the Whitfield Action Group be asked to supply further information as to the organization and financial structure of the Group.

**108. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillor C Meredith on the following issues:

The hedge had been removed at Tesco and Dover District Council were asking for netting to be installed behind the fence to catch rubbish from the car park. There was a large amount of litter in the car park.

There was a major problem with the lighting cabling on the A2. A temporary system had been erected, but the replacement of the cable was high priority, but this would have some implications in traffic flow on the A2.

Esso was still reported to be working towards developing the disused petrol station site, but may rent out the site on a temporary basis. Informal enquiries had been made to Dover District Council for a car wash at the site.

The Alcohol Controlled Zone came into force on 1<sup>st</sup> February, 2007, which allowed people to drink alcohol in public places unless asked to stop by uniformed police officers.

The LDF faced spiraling costs with a current shortfall of £150,000. No proposals would be received before the end of May 2007, so it would be the middle of year before any further action would take place. One and a half days' examination of minor reports at Maidstone cost £30,000.

It was expected that the Council Tax would be increased by approximately 4.9%.

**109. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 16<sup>th</sup> January 2007.

The Parish Council was informed that the Litter Bin had now been sited.. It was installed by Dover District Council's contractors at a cost of £58.00, and would be emptied by them free of charge.

RESOLVED: That the Minutes of the meeting of the Roads & Footpaths Committee held on 16<sup>th</sup> January 2007 be approved.

**110. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 30<sup>th</sup> January 2007.

RESOLVED: That the Minutes of the meeting of the Recreation Committee held on 30<sup>th</sup> January 2007 be approved and the recommendation in Minute No. 68 be adopted.

**111. HOUSING COMMITTEE**

The Parish Council considered the Minutes of the Housing & Planning Committee held on 5<sup>th</sup> February 2007.

RESOLVED: That the Minutes of the meeting of the Housing & Planning Committee held on 5<sup>th</sup> February 2007 be approved.

**112. PARISH COUNCIL INSURANCE**

The Committee considered the quote for the Parish Council's insurance received from Allianz Cornhill.

RESOLVED: That further quotes be sought.

**113. REPORTS FROM REPRESENTATIVES**

Councillor K Gowland reported on the latest meeting of the Dover Branch of KAPC. He advised that Dover District Council had made £250,000 available for free play strategy and a full time Play Officer would be appointed to manage the scheme and promote awareness of disadvantaged children. The Election Packs for the May Elections have been sent out. Dover District Council and Swale Council charged for Parish and Town Elections and KAPC was seeking clarification on this matter. A Sub-Committee had been set up in Folkestone to improve office staff skills for the Parish News. Stagecoach was very happy with the commercially viable situation with the Diamond bus scheme. The Dover Committee was to write to Dover Distirct Council for regular updates on staff changes.

The Chairman reported that the first official Dover West Neighbourhood Forum took place on 22nd January 2007, on the subject of Waste and Recycling. Councillor Bryan Cope has been appointed as Chairman and Councillor Cowan as Vice Chairman. Whitfield Parish Council could apply for a grant from the Chairman's Fund.

**114. COUNCILLOR TRAINING**

Councillor L Brooks reported on the 'Progressive Councils' training event hosted by KAPC, held on 24<sup>th</sup> January 2007. He stated that it was a very informative training day, and this was re-iterated by Councillor K Barraclough and Councillor D Ditcher who also attended.

The Committee considered the KAPC Planning training on 17<sup>th</sup> March 2007.

RESOLVED: That Councillor K Gowland and Councillor S Rashid should attend the KAPC Planning training on 17<sup>th</sup> March 2007 as an approved duty.

**115. VILLAGE CLEANLINESS**

The Parish Council considered Councillor L Brooks' proposal that a working party should be formed to clean up areas of the village. It was agreed that advice should be sought to ensure those involved in the working party would be fully covered for any accidents that could occur.

RESOLVED: That Councillor L Brooks, Councillor K Barraclough and Councillor D Ditcher should form a working party to clean up the village.

**116. ANY OTHER BUSINESS**

The Chairman asked that any suggestions for a speaker for the Annual General Meeting in April be brought to the next meeting.

Councillor B Binfield asked for an update on the Disabled Access plans. The Chairman informed him that the Parish Council had passed the matter back to the Recreation Committee for further consideration as it was not happy with the plans as they stood. He instructed Councillor Binfield to put the plans on hold and thanked him for the work he had done to date.

A letter had been received from Whitfield Action Group requesting that a Parish Councillor be nominated to serve on the Whitfield Action Group as the Parish Council's representative. This would be discussed at the next meeting.

The meeting closed at 9.15 pm.

COUNCILLOR G COWAN  
CHAIRMAN





## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 13<sup>th</sup> March 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

Present

Councillor G Cowan (Chairman)

Councillor K Barraclough

Councillor L Brooks

Councillor P Capper

Councillor D Ditcher.

Councillor J Goodsell

Councillor K Gowland

Councillor Mrs S Gowland

Councillor Mrs C Moore

Councillor S Rashid

Apologies for absence were received from Councillor B Binfield.

### **117. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal and prejudicial interest in the first part of Agenda item 11a (Minute No. 127) and a personal interest in the second part of Agenda item 6b (Minute No. 121).

### **118. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 13<sup>th</sup> February 2007 be accepted and signed by the Chairman.

### **119. FINANCE**

The Parish Council considered the financial report for February 2007.

RESOLVED: That the financial report for February 2007 be accepted and the Schedule of Payments totalling £1,461.25 be signed by the Chairman;

### **120. PUBLIC PARTICIPATION**

A Parishioner commented on the condition of one of the alleys leading off the Recreation Ground.

The Parish Council was asked to look at installing further play equipment for older children.

A Parishioner asked whether any progress had been made regarding the Parish Website. He was advised that the matter was in hand.

**121. GRANTS & SUBSCRIPTIONS**

The Parish Council considered the renewal of its membership of Action with Communities in Rural Kent.

The Parish Council considered the renewal of its membership of the Campaign to Protect Rural England.

The Parish Council considered the renewal of its membership of the Kent Association of Parish Councils.

- RESOLVED:
- a) That the Parish Council should renew its membership of Action with Communities in Rural Kent, the cost of £35.00 to be met from the Grants and Subscriptions provision in the Council's 2006/07 Budget;
  - b) That the Parish Council should renew its membership of the Campaign to Protect Rural England, the cost of £27.00 to be met from the Grants and Subscriptions provision in the Council's 2006/07 Budget;
  - c) That the Parish Council should renew its membership of the Kent Association of Parish Councils, the cost of £867.50 + VAT to be met from the Grants and Subscriptions provision in the Council's 2006/07 Budget.

**122. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillor C Meredith regarding the following issues:

- The Council Tax for 2007/08 had been agreed and the average Band D total would be £1326.44, an increase of £63 on the previous year;
- Work started at the end of February on the traffic lights at Lydden and would continue until May. All the lights were to be replaced and a stretch of carriageway resurfaced;
- The entrance to the Dover District Council offices was currently being remodeled;
- No new information had been received regarding the ESSO site;
- He had been advised that a meeting of the Local Development framework Committee had been called for 26<sup>th</sup> March 2007 regarding an update on the South East Plan. This was surprising as he had not expected any further action until after the local elections in May.

**123. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 27<sup>th</sup> February 2007.

- RESOLVED: That the Minutes of the meeting of the Roads & Footpaths Committee held on 27<sup>th</sup> February 2007 be received.

**124. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 6<sup>th</sup> March 2007.

RESOLVED: That the Minutes of the meetings of the Recreation Committee held on 6<sup>th</sup> March 2007 be received.

**125. PARISH COUNCIL INSURANCE**

The Parish Council noted that no further quotes had been received regarding the Parish Council insurance renewal.

RESOLVED: That the Chairman be delegated the power to make the decision as to the renewal of the Parish Council insurance once further information had been received.

**126. REPORTS FROM REPRESENTATIVES**

No representatives on outside bodies wished to make a report.

**127. WHITFIELD ACTION GROUP**

*Having declared a personal and prejudicial interest in the first part of this item, Councillor J Goodsell withdrew from the meeting until the matter had been resolved.*

The Parish Council considered the Whitfield Action Group's application for financial assistance. Mr G Smith, a member of the Whitfield Action Group Core Committee, was invited to speak on the application. Following a lengthy debate, during which concern was raised that the Group had no other fundraising plans, it was proposed that a grant be made of £500. A vote was duly taken.

The Committee considered the Whitfield Action Group's request that a Councillor be nominated to serve as a Parish Council representative on the Whitfield Action Group.

RESOLVED: a) That a grant of £500 be made to the Whitfield Action Group for 2007/08, the cost to be met from the Grants and Subscriptions provision in the Council's 2007/08 budget;

b) That Councillor J Goodsell be nominated as the Parish Council Representative on the Whitfield Action Group.

**128. EVENTS**

The Parish Council considered a proposal to stage an Easter Egg Hunt on 8<sup>th</sup> April 2007.

The Parish Council considered participation in the 'England Celebrates St George' Campaign

RESOLVED: a) That an Easter Egg Hunt be arranged for 8<sup>th</sup> April 2007 (Easter Sunday), with funding of up to £100 being made available from the Parish Events provision in the Council's 2007/08 budget,

b) That the St George's flag be flown from the Parish Council flagpole on 23<sup>rd</sup> April 2007.

**129. VILLAGE CLEANLINESS**

The Parish Council considered a local resident's letter of 12<sup>th</sup> February 2007 regarding the clearance of litter from under the bridge on Napchester Road. It was noted that the Clerk had been in contact with Dover District Council and its contractors had been instructed to clear the litter in this area.

RESOLVED: That a letter be sent to the local resident advising him of the action taken.

**130. ANY OTHER BUSINESS**

The Chairman read out a letter from Dover District Council regarding the curtailment of Councillors' and Officers' public duties in the run up to the local elections in May.

The Parish Clerk advised that a representative from Victim Support Kent had offered to speak at the Annual Parish Meeting on 25<sup>th</sup> April 2007.

The meeting closed at 8.58pm.

COUNCILLOR G COWAN  
CHAIRMAN



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 17<sup>th</sup> April 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### Present

Councillor G Cowan (Chairman)  
Councillor K Barraclough  
Councillor B Binfield  
Councillor L Brooks  
Councillor P Capper  
Councillor D Ditcher.  
Councillor J Goodsell  
Councillor K Gowland  
Councillor S Rashid

Apologies for absence were received from Councillor Mrs S Gowland and Councillor Mrs C Moore.

### **131. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal and prejudicial interest in Agenda item 13 (Minute No. 144) on account of his position on the Committee of Whitfield Action Group.

### **132. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 13<sup>th</sup> March 2007 be accepted and signed by the Chairman.

### **133. FINANCE**

The Parish Council considered the financial report for March 2007.

The Parish Council noted the appointment of the Audit Commission as the Parish Council's external auditors for the 2007/08 Financial Year.

RESOLVED: That the financial report for March 2007 be accepted and the Schedule of Payments totalling £9,091.92 be signed by the Chairman;

### **134. PCSO**

The Chairman welcomed the Police Community Support Officer, Ms Caroline Condon, to the meeting. Ms Condon explained the role and powers of a PCSO and how she carried out this work in Whitfield. Following questions from Councillors, the Chairman thanked Ms Condon for her presentation and expressed a wish that close working relationship would be developed.

**135. PUBLIC PARTICIPATION**

The Chairman welcomed a group of young people who had asked for the opportunity to put forward some requests for the improvement of the Recreation Ground. Suggestions included a cricket square to be marked out, floodlighting for the Games Court, more equipment for the BMX Track, goal nets to be left up and a water fountain. The Chairman explained that some of these issues had been addressed in recent years but the suggestions would be put to the Recreation Committee for consideration.

A Parishioner reported that the alleys around the village were still in a poor condition. The Chairman asked the Parish Clerk to contact Dover District Council's Waste Services Manager regarding this issue.

**136. GRANTS & SUBSCRIPTIONS**

The Parish Council considered a request from the Whitfield Village Hall Management Committee for financial assistance towards the purchase and erection of a flagpole outside the Village Hall.

The Parish Council considered a request for financial assistance from the Pegasus Play Scheme.

The Parish Council considered a request for financial assistance from the Kenward Trust

- RESOLVED:
- a) That a grant of £200 be made to the Whitfield Village Hall Management - Committee towards the purchase and erection of a flagpole, the cost to be met from the Grants and Subscriptions provision in the 2007/08 budget;
  - b) That the Parish Council would support the Pegasus Play Scheme but required further information in order to ascertain how best it could assist and a representative of the scheme be invited to attend the next meeting;
  - c) That a donation of £25 be made to the Kenward Trust, the cost to be met from the Grants and Subscriptions provision in the 2007/08 budget.

**137. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillor C Meredith regarding the following:

- The Local Development Framework meeting held on 26<sup>th</sup> March 2007 had been mainly a technical meeting regarding the preservation of the work carried out to date. It was likely that the consultation period would be in early 2008.
- Dover District Council's street cleansing contracts were due to be renewed in 2008.
- Tesco had addressed some of the problems regarding litter emanating from the store but the issue of the installation of suitable netting or fencing was still ongoing.
- A Planning Application had been submitted for the disused ESSO garage to be converted into a car wash and car sales business. Councillor Meredith had been in contact with the company concerned and had been advised that the plan was to refurbish and use the existing building for the short term. A representative of the Company would be happy to meet with local people on his next site visit.

**138. HOUSING & PLANNING COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Housing & Planning Committee held on 19<sup>th</sup> March 2007. It was noted that the response to the to the Regional Housing Strategy Review 2007 had not been prepared as the documentation was still in circulation.

RESOLVED: That the Minutes of the meetings of the Recreation Committee held on 19<sup>th</sup> March 2007 be received.

**139. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 27<sup>th</sup> March 2007.

RESOLVED: a) That the Minutes of the meeting of the Roads & Footpaths Committee held on 27<sup>th</sup> March 2007 be received and the recommendations in Minute Nos. 90 and 91 be adopted;

b) That Kent Highways Services be asked for an update on the reinstatement process following the gas works in the village.

**140. REPORTS FROM REPRESENTATIVES**

No representatives on outside bodies wished to make a report.

**141. DOVER WEST NEIGHBOURHOOD FORUM**

The Parish Council noted Kent County Council's letter of 22<sup>nd</sup> March 2007 and the Chairman's oral report regarding the next meeting of the Dover West Neighbourhood Forum.

**142. TREES IN THE VILLAGE COMPETITION 2007**

The Parish Council considered The Kent Men of the Trees' letter regarding the Trees in the Village Competition 2007.

RESOLVED: That the Parish Council should not enter the Trees in the Village Competition 2007.

**143. TRAINING**

The Parish Council considered the Clerk and Deputy Clerk's attendance at the KAPC Clerks' Information Day to be held on 16<sup>th</sup> May 2007.

RESOLVED: That the Clerk and Deputy Clerk should attend the KAPC Clerks' Information Day to be held on 16<sup>th</sup> May 2007, the cost of £100 + VAT to be met from the training provision in the 2007/08 budget.

**144. WHITFIELD ACTION GROUP**

The Parish Council considered the Chairman of the Whitfield Action Group's letter of 30<sup>th</sup> March 2007 and his article in the 'Whitfield News' regarding the level of financial assistance offered by the Parish Council.

*Having declared a personal and prejudicial interest in this item, Councillor J Goodsell withdrew from the meeting until the matter had been resolved.*

**RESOLVED:** That a letter be sent to the Chairman of the Whitfield Action Group expressing the Council's disappointment at the tone and content of both his letter and article, a draft copy of which would be sent to all members for comment.

**145. ANY OTHER BUSINESS**

The Parish Clerk drew members' attention to Dover District Council's letter of 10<sup>th</sup> April 2007 regarding Informal Advice given by Dover District Council Officers. Copies were distributed to each Councillor.

The Parish Clerk advised that details of the Annual Council Meeting of the Kent County Playing Fields Association, to be held on 19<sup>th</sup> April 2007 were available, should anyone wish to attend.

She also advised that details of the Meeting in Public of the Eastern and Coastal Kent Patient Public Involvement Forum, also to be held on 19<sup>th</sup> April 2007 were available from the office.

The Councillors were reminded that the Annual Parish Meeting would be held on 25<sup>th</sup> April 2007.

Councillor J Goodsell asked whether it would be possible to purchase copies of the latest edition of 'The Parish Councillor's Guide'. The Chairman asked that this be an agenda item for the next meeting.

Councillor J Goodsell reiterated the content of his email of 11<sup>th</sup> April 2007, advising that Mr K Tranter had no connection with the Whitfield Action Group.

The meeting closed at 10.20pm.

COUNCILLOR G COWAN  
CHAIRMAN





## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 15<sup>th</sup> May 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### Present

Councillor P Capper (Chairman, Agenda item 3 onwards)  
Councillor K Barraclough  
Councillor B Binfield  
Councillor L Brooks  
Councillor D Ditcher.  
Councillor J Goodsell  
Councillor K Gowland (Chairman, Agenda items 1 to 3)  
Councillor Mrs C Moore  
Councillor S Rashid  
Councillor K Tranter

Apologies for absence were received from Councillor G Cowan.

### 1. DECLARATIONS OF INTEREST

Councillor J Goodsell declared a personal interest on account of his position on the Committee of Whitfield Action Group.

Councillor K Tranter declared a personal interest in any planning matters on account of a family connection with an officer of the Planning Authority.

### 2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Councillor D Ditcher nominated and Councillor S Rashid seconded Councillor P Capper for the position of Chairman of the Parish Council for 2007/08. There were no other nominations. A vote was taken.

RESOLVED: That Councillor P Capper be elected Chairman of the Parish Council for the 2007/08 Municipal Year.

Councillor D Ditcher and nominated and Councillor B Binfield seconded Councillor K Gowland for the position of Vice-Chairman for 2007/08. There were no other nominations. A vote was taken.

RESOLVED: That Councillor K Gowland be elected Vice-Chairman of the Parish Council for the 2007/08 Municipal Year.

### 3. MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the meeting held on 17<sup>th</sup> April 2007 be accepted and signed by

the Chairman.

4. **FINANCE**

The Parish Council considered the financial report for April 2007.

The Parish Council considered the unaudited accounts for the 2006/07 financial year-end.

RESOLVED: a) That the financial report for April 2007 be accepted and the Schedule of Payments totalling £10,837.12 be signed by the Chairman;

b) That the unaudited accounts for the 2006/07 financial year be approved and the Annual Return be signed by the Chairman.

5. **PUBLIC PARTICIPATION**

The Chairman adjourned the meeting to enable members of the public to participate.

A Parishioner recommended a visit to the play area on Shepherdswell Recreation Ground as she felt it was of a high standard.

The same Parishioner raised concern regarding a number of dead birds she had come across on the Recreation Ground. The Clerk advised she would bring this to the attention of the Groundsman.

A parishioner thanked the Parish Council for arranging the Easter Egg Hunt. The Chairman advised that Councillor K Barraclough and Councillor Mrs C Moore were responsible for the event's success.

6. **GRANTS & SUBSCRIPTIONS**

No representative from the Pegasus Play Scheme was in attendance so it was agreed that this item should be deferred to the next meeting.

RESOLVED: That the request for financial assistance from the Pegasus Play Scheme be considered at the Council's meeting in June.

7. **DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillor P Lodge regarding the following:

- The Local Development Framework: no more news available.
- Tesco Litter: Progress was being made on this and brambles had been removed making clearance of litter easier.
- ESSO Site: Planning Application being processed, no further news.

8. **ORDER OF BUSINESS**

RESOLVED: That the Order of Business be amended to enable Agenda Item 12, Code of

Conduct to be taken before Committees were appointed.

**9. CODE OF CONDUCT**

The Parish Council considered the Parish Clerk's report regarding the new Model Code of Conduct for Parish and Town Councils.

RESOLVED: That the Model Code of Conduct, including paragraph 12(2), be adopted.

**10. COMMITTEES**

The Parish Council considered the appointment of members to its Committees for 2007/08.

The Parish Council considered the draft schedule of meetings for 2007/08.

RESOLVED: a) That Committee Chairmen be elected at the first meeting of the Committee;

b) That the Committee membership for 2007/08 be as follows:

**HOUSING & PLANNING**

Councillor B Binfield  
Councillor P Capper  
Councillor G Cowan  
Councillor J Goodsell  
Councillor Mrs C Moore  
Councillor S Rashid

**RECREATION**

Councillor K Barraclough  
Councillor P Capper  
Councillor G Cowan  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Tranter

**ROADS & FOOTPATHS**

Councillor B Binfield  
Councillor L Brooks  
Councillor K Gowland  
Councillor K Tranter

**FINANCE**

Councillor P Capper  
All Committee Chairmen

c) That the draft schedule of meetings for 2007/08 be adopted.

**11. REPORTS FROM REPRESENTATIVES**

The Parish Council considered reports from Councillor K Gowland regarding the last meeting of the Police Forum and from Councillor J Goodsell regarding the current activities of the Whitfield Action Group.

RESOLVED: That the reports be noted.

**12. DOVER DISTRICT LOCAL DEVELOPMENT FRAMEWORK**

The Parish Council noted Dover District Council's letter of 1<sup>st</sup> May 2007 regarding the proposed timetable for the Local Development Framework consultation.

The Parish Council considered Dover District Council's letter of 9<sup>th</sup> May 2007 regarding forthcoming workshop events.

RESOLVED That Councillors Binfield, Goodsell, Gowland and Tranter should attend the District Council workshop events.

**13. PARISH NEWSLETTER**

The Parish Council considered a proposal for a Parish Newsletter to be produced.

RESOLVED: That this issue be discussed further at the next meeting.

**14. EXCLUSION OF THE PUBLIC**

RESOLVED: That in view of the confidential nature of the business about to be transacted, the public be instructed to withdraw.

**15. PARISH COUNCILLOR VACANCIES**

The Clerk reported that she had received interest from two parishioners but only one could attend this meeting.

The Chairman asked Mr Victor Stellyes to introduce himself to the Council and take questions from the Councillors.

RESOLVED: That Mr Victor Stellyes be co-opted as a member of Whitfield Parish Council and arrangements be made for him to make his Declaration of Office in due course.

**16. ANY OTHER BUSINESS**

In answer to a letter in the *Whitfield News* it was pointed out that the St George's Flag flown on St George's Day had been donated to the Parish by a parishioner.

Councillor Goodsell enquired about the purchase of copies of *The Parish Councillor's Guide*. It was agreed that this be discussed at the next meeting.

The meeting closed at 8.59pm.

COUNCILLOR P CAPPER  
CHAIRMAN



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 12<sup>th</sup> June 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### Present

Councillor P Capper  
Councillor K Barraclough  
Councillor L Brooks  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore  
Councillor S Rashid  
Councillor V Stellyes

Apologies for absence were received from Councillor B Binfield and Councillor D Ditcher.

#### **40. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal interest on account of his position on the Committee of Whitfield Action Group, his membership of the Campaign for the Protection of Rural England and his employment with Magnox Electric.

#### **41. VOTE OF THANKS**

Councillor K Barraclough proposed a vote of thanks to the former Chairman, Councillor G Cowan for his work for the Parish in his time of office. The Chairman added his own thanks.

RESOLVED: That a vote of thanks to Councillor G Cowan be recorded for his work during his term of office as Chairman of the Parish Council.

#### **42. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 15<sup>th</sup> May 2007 be accepted and signed by the Chairman.

#### **43. FINANCE**

The Parish Council considered the financial report for May 2007.

RESOLVED: That the financial report for May 2007 be accepted and the Schedule of Payments totalling £5,102.41 be signed by the Chairman;

**44. PUBLIC PARTICIPATION**

The Chairman adjourned the meeting to enable members of the public to participate.

A Parishioner reported that the footpath from Church Whitfield to Beauxfield was very overgrown and a sign had been damaged in Beauxfield.

The same Parishioner raised concern regarding the hours of operation of the Mobile library, which would only be in the village for 1¼ hours compared to the existing library's 10 hours a week. Dover District Councillor C Meredith advised that he had made representation to Kent County Council on this matter and would look to see what more could be done.

**45. GRANTS & SUBSCRIPTIONS**

Mrs S Clark of the Pegasus Play Scheme gave a presentation about its work and invited questions from members. The Chairman thanked Mrs Clark and her son for an informative presentation.

RESOLVED: (a) That a grant of £1,000 be made to the Pegasus Play Scheme for 2007/08, the cost to be met from the Grants and Subscriptions provision in the 2007/08 budget;.

(b) That provision of £2,000 for the Pegasus Play Scheme is included in the Council's budgets for future years.

**46. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillors C Meredith and P Lodge regarding the following:

- Tesco Litter: The situation was much improved but no fencing had yet been erected.
- ESSO Site: Planning Application was still being processed and the site had been tidied up.

**47. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 22<sup>nd</sup> May 2007.

RESOLVED: That the Minutes of the meeting of the Roads & Footpaths Committee held on 22<sup>nd</sup> May 2007 be received.

**48. HOUSING & PLANNING COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Housing & Planning Committee held on 4<sup>th</sup> June 2007 (handed out at the meeting).

RESOLVED: (a) That the Minutes of the meeting of the Housing & Planning Committee held on 4<sup>th</sup> June 2007 be received and the recommendations contained in Minute No. 32 be adopted;

(b) That Councillor K Gowland be appointed to the Housing and Planning Committee;

(c) That assistance be sought from Gwyn Prosser MP regarding the reclassification of Whitfield in the Settlement Hierarchy

**49. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 7<sup>th</sup> June 2007 (handed out at the meeting).

RESOLVED: That the Minutes of the meeting of the Recreation Committee held on 7<sup>th</sup> June 2007 be received and the recommendations contained in Minute Nos. 38 and 39 be adopted.

**50. REPORTS FROM REPRESENTATIVES**

The Parish Council considered reports from Councillor K Gowland regarding the last meeting of the Dover District Standards Committee and from Councillor J Goodsell regarding the current activities of the Whitfield Action Group and the Masterplanning Workshops and village walk.

RESOLVED: That the reports be noted.

**51. COUNCILLORS' TRAINING**

The Parish Council considered Councillors' attendance at the KAPC Councillors' Information Day to be held on 16<sup>th</sup> June 2007 and the Chairman's Training on 14<sup>th</sup> July 2007.

The Parish Council considered the purchase of resources for Councillors.

RESOLVED (a) That Councillor K Gowland should attend the Councillors' Information day on 16<sup>th</sup> June 2007;

(b) That Councillor P Capper and Councillor K Gowland should attend the Chairman's Training to be held on 14<sup>th</sup> July 2007;

(c) That six copies of 'The Good Councillor's Guide' be obtained from KAPC and one copy of 'The Parish Councillor's Guide' be purchased from Shaw & Sons at a cost of £14.50 to be met from the Administration provision in the 2007/08 budget.

**52. PARISH NEWSLETTER**

*Councillor J Goodsell declared a personal interest in this matter due to his friendship with the editor of the 'Whitfield News'.*

The Parish Council further considered a proposal for a Parish Newsletter to be produced.

RESOLVED: That no further action be taken on this issue at the present time but it would be reviewed at a future date.

**53. ANY OTHER BUSINESS**

Councillor G Cowan advised that he planned to offer his resignation as a Parish Councillor due to his election as a District Councillor and the extra workload this would incur. He thanked the Council for its support and offered to assist the Parish Council whenever he could.

Councillor J Goodsell advised that there was a proposal to build a wind farm near Pineham with five turbines.

**54. EXCLUSION OF THE PUBLIC**

RESOLVED: That in view of the confidential nature of the business about to be transacted, the public be instructed to withdraw.

**55. PARISH COUNCILLOR VACANCIES**

The Chairman welcomed Mr Nicolas Tomaszewski and asked him to introduce himself to the Council and take questions from the Councillors.

RESOLVED: (a) That Mr Nicolas Tomaszewski be co-opted as a member of Whitfield Parish Council and arrangements be made for him to make his Declaration of Office in due course;

(b) that Councillor N Tomaszewski be appointed to the Roads & Footpaths Committee for the remainder of the 2007/08 year.

**56. STAFFING ISSUES**

*Councillor S Rashid declared a personal and prejudicial interest in this item and took no part in the discussion or vote.*

The Parish Council considered the Parish Clerk's report regarding the annual implement increases to staff salaries.

The Parish Council considered the changes to the Model Contract of Employment recommended by the National Association of Parish Councils and the Society of Local Council Clerks (handed out at the meeting).

RESOLVED: (a) That the annual implement increases to staff salaries be applied from April 2007;

(b) That the changes to the Model Contract of Employment recommended by the National Association of Parish Councils and the Society of Local Council Clerks be adopted.

The meeting closed at 9.30pm.

COUNCILLOR P CAPPER  
CHAIRMAN





## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 10<sup>th</sup> July 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### Present

Councillor P Capper (Chairman)  
Councillor K Barraclough  
Councillor L Brooks  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore  
Councillor S Rashid  
Councillor V Stellyes  
Councillor N Tomaszewski  
Councillor K Tranter

Apologies for absence were received from Councillor B Binfield.

### 71. DECLARATIONS OF INTEREST

Councillor J Goodsell declared a personal interest on account of his position on the Committee of Whitfield Action Group, his membership of the Campaign for the Protection of Rural England, his employment with Magnox Electric and his wife's employment at Whitfield School.

### 72. MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the meeting held on 12<sup>th</sup> June 2007 be accepted and signed by the Chairman, subject to an amendment to the date of the meeting.

### 73. FINANCE

The Parish Council considered the financial report for June 2007.

RESOLVED: That the financial report for June 2007 be accepted and the Schedule of Payments totalling £5188.40 be signed by the Chairman.

### 74. PUBLIC PARTICIPATION

The Chairman adjourned the meeting to enable members of the public to participate.

A Parishioner reported that the footpath from Church Whitfield to Beauxfield was still very overgrown and had not been cleared.

The same Parishioner raised concern regarding trouble with young people at the village hall car park.

She asked whether anything further had been heard regarding the library. Dover District Councillor C Meredith advised that he had passed on the concerns to Kent County Council. It was understood that the Headmaster of Whitfield Primary School was still offering to include the library within the school and had spoken with Kent County Council regarding this.

**75. GRANTS & SUBSCRIPTIONS**

Councillor Tranter asked the Clerk whether any grants had been made to Kearsney Sports Ground in recent years. The Clerk replied that she could not recall of any grants of this nature but would check the Parish Council files and advise accordingly.

*Councillor J Goodsell declared a personal interest in the following application, as he was an examiner.*

The Parish Council considered an application for financial assistance from the Snowdown and Kent Coalfield Heritage Group towards the cost of a study into the redevelopment of the former Snowdown Colliery site.

The Parish Council considered applications for financial assistance from Whitfield Brownies and Guides, following recent repeated vandalism to the Brownie and Guide Hut.

RESOLVED: (a) That no grant be made to the Snowdown and Kent Coalfield Heritage Group.

(b) That the application from Whitfield Brownies and Guides be considered at the next meeting once further costs had been identified

**76. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council received a report from Dover District Councillors C Meredith and P Lodge regarding the following:

- Whitfield Library: No response had yet been received from Kent County Council;
- Water Levels: Folkestone and Dover Water Services Ltd had reported that water levels have been restored and were now above average;
- Local Development Framework: The public consultation was likely to begin in March 2008 for a six week period after which the preferred options would be revised and published for submission;
- Dover Pride: Work on the St James' area redevelopment in Dover was due to start in 2008;
- ESSO Site: ESSO had written to the company owning the 'Town & Country' vehicle and asked for it to be removed. The path by the site was still to be repaired.

**77. FINANCE COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Finance Committee held on 19<sup>th</sup> June 2007.

RESOLVED: That the Minutes of the meeting of the Finance Committee held on 19<sup>th</sup> June 2007 be received and the recommendation contained in Minute Nos. 59 and 62 be adopted.

**78. HOUSING & PLANNING COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Housing & Planning Committee held on 2<sup>nd</sup> July 2007 (handed out at the meeting).

RESOLVED: That the Minutes of the meeting of the Housing & Planning Committee held on 2<sup>nd</sup> July 2007 be received and the recommendation contained in Minute No. 68 be adopted.

**79. REPORTS FROM REPRESENTATIVES**

The Parish Council received reports from Councillor K Gowland regarding the Kent Association of Parish Councils and the Dover West Neighbourhood Forum and reports from Councillor J Goodsell regarding the recent Whitfield Masterplan Workshops and Whitfield Action Group.

RESOLVED: (a) That the reports be noted;

(b) That Councillor K Gowland be appointed as the Parish Council's representative on the Kent Association of Parish Councils and that Councillor J Goodsell be appointed as the Parish Council's representative on the Dover North Neighbourhood Forum.

**80. STANDING ORDERS**

The Parish Council considered the adoption of the draft Standing Orders, Financial Regulations and Committee Delegations.

RESOLVED: That the draft Standing Orders, Financial Regulations and Committee Delegations be adopted.

**81. RISK MANAGEMENT**

The Parish Council considered the adoption of the Financial Risk Management Document

RESOLVED: That the Financial Risk Management Document be adopted and reviewed annually by the Finance Committee.

**82. PARISH SIGN**

The Parish Council considered the repair or replacement of the village sign.

RESOLVED: (a) That the Village Sign should be replaced with a similar sign made of tougher materials;

(b) That the Church's views be sought regarding the inclusion of the faces on the post;

(c) That the project be managed by the Roads and Footpaths Committee.

**83. ANY OTHER BUSINESS**

Councillor L Brooks expressed his concerns regarding the condition of the grass verges on Sandwich Road and Archers Court Road, Whitfield. Councillor K Gowland offered to raise this issue at the forthcoming Roads and Footpaths Committee meeting.

Councillor J Goodsell advised that the village school was keen to become more involved with the work of the Parish Council and had offered an invitation for the Council to hold meetings in the school.

Councillor L Brooks reported on an incident involving residents of the Castle Care Home and advised that the PCSO was working to resolve it.

Councillor N Tomaszewski raised concern regarding the placement of advertisements for a forthcoming music festival on the roundabouts and verges. He also advised that the *Whitfield News* was now being delivered to Aspen Drive.

At the request of Councillor J Goodsell, the Councillors gave their views on the proposed Langdon Wind Farm.

The meeting closed at 9.05pm.

COUNCILLOR P CAPPER  
CHAIRMAN



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 11<sup>th</sup> September 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### **Present**

Councillor P Capper (Chairman)  
Councillor K Barraclough  
Councillor L Brooks  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore  
Councillor S Rashid  
Councillor V Stellyes  
Councillor N Tomaszewski

Apologies for absence were received from Councillor B Binfield.

The Chairman asked that a minute's silence be kept in memory of those who died in the terrorist attacks in the United States of America on 11th September 2001

### **107. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal interest in Agenda items 6, 9 and 10 on account of his position on the Committee of Whitfield Action Group and his employment with Magnox Electric.

### **108. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 10 July 2007 be accepted and signed by the Chairman.

### **109. FINANCE**

The Parish Council considered the financial reports for July and August 2007.

RESOLVED: That the financial reports for July and August 2007 be accepted and the Schedule of Payments totalling £4020.87 (July) and £2,714.57 (August) be signed by the Chairman.

### **110. PUBLIC PARTICIPATION**

The Chairman adjourned the meeting to enable members of the public to participate.

A Parishioner reported that a number of dead rats had been found following a clearance operation by Dover District Council's pest control operatives. The Clerk was asked to raise the matter with Dover District Council.

She reported that the footpath from Church Whitfield to Beauzfield was still overgrown and the path between Archers Court Road and the Recreation Ground was also in need of clearance. The Clerk was asked to raise the matter with Dover District Council.

The PCSO for Whitfield advised that she was arranging a surgery for the end of October and requested the use of the Pavilion. She would be advertising the event in the *Whitfield News*.

A Parishioner complained about the amount of dog mess in the alleys around the village and on the Recreation Ground. It was agreed that the Council's powers and those of the PCSO in this area be investigated.

**111. ORDER OF BUSINESS**

RESOLVED: That the Order of Business be amended to enable Agenda Item 9, Dover North Wind Farm, to be taken before Item 6, Grants and Subscriptions.

**112. NORTH DOVER WIND FARM**

The Parish Council considered the current situation regarding the proposals for a Wind Farm between Pineham and Langdon.

Councillor J Goodsell reported that he had attended meetings of the Langdon Action Group and requested that the Council formalize its policy on the issue.

RESOLVED: a) That Whitfield Parish Council should support Langdon Parish Council in its opposition to the North Dover Wind Farm Proposal.

b) That Dover District Council be advised of the Council's view that the initial consultation has been inadequate.

**113. GRANTS & SUBSCRIPTIONS**

The Parish Council noted that no representative was present from Whitfield Brownies and Guides and agreed to defer the item to the next meeting.

The Parish Council considered a request for financial assistance from Langdon Action Group for its campaign against the North Dover Wind Farm Proposal.

RESOLVED: That a grant of £100 be made to the Landon Action Group to help the campaign against the North Dover Wind Farm proposal, in light of the fact that the parish, especially Pineham and Church Whitfield, would be affected by this plan.

**114. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Clerk read a letter from District Councillor C Meredith tendering his apologies for not being able to attend the meeting, reporting that there had been no further development regarding the ESSO site and advising of a letter he had sent to the local media regarding the Housing proposals.

RESOLVED: That, Dover District Council be asked to consider compulsory purchase of the ESSO Site should the current planning application not realize a the development of the site in the near future.

**115. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 24<sup>th</sup> July 2007.

Councillor J Goodsell asked for an update regarding the Speedwatch Scheme. Councillor K Gowland advised that he hoped to receive an update at the Parish Police Forum meeting due to be held in on 18<sup>th</sup> September 2007.October.

RESOLVED: That the Minutes of the meeting of the Roads & Footpaths Committee held on 24<sup>th</sup> July 2007 be received and the recommendations contained in Minute Nos. 94 and 97 be adopted.

**116. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 6<sup>th</sup> September 2007 (handed out at the meeting).

RESOLVED: That the Minutes of the meeting of the Recreation Committee held on 6<sup>th</sup> September 2007 be received and the recommendations contained in Minute Nos. 104(b), 104(c) and 105(d) be adopted.

**117. DRAFT REGIONAL SPATIAL STRATEGY FOR THE SOUTH EAST**

The Parish Council considered the Government Office for the South East's Draft Regional Spatial Strategy for the South East. It noted that the document had been published for information only and representations are not invited on its content at this stage. A period of consultation would be held towards the end of the year once the Secretary of State had considered the report and published her proposed changes.

The Parish Council considered Gwyn Prosser MP's letter of 27<sup>th</sup> July 2007 regarding the reclassification of Whitfield in the Settlement Hierarchy, which included a copy of a letter from the Department for Communities and Local Government. It was agreed that the Department for Communities and Local Government had failed to answer some of the key points

RESOLVED: That a letter be sent to the Department for Communities and Local Government asking for answers to the points not covered in the letter received via the MP.

**118. PLAY AREAS**

The Parish Council considered Dover District Council's letter of 24<sup>th</sup> July 2007 regarding a possible transfer of the equipped play area on Guilford Avenue to the Parish Council. The Chairman reported that he and Councillor D Ditcher had visited the site and, with the exception on one item, the equipment was in a poor condition and the trees surrounding the area were very overgrown.

RESOLVED: That in view of the condition of the equipment and surroundings, and the Council's ongoing commitment to improving and expanding facilities at the Recreation Ground, Dover District Council be informed that the Council was not

interested in taking on the play area at Guilford Avenue.

**119. REFORM TREATY**

The Parish Council considered a local resident's letter of 7<sup>th</sup> August 2007 regarding the request for a referendum on the Government's Reform Treaty.

RESOLVED: That a letter be sent to the local resident to advise that the Parish Council was concerned mainly with local issues and did not consider itself to be political; it would therefore be unable to comment on the issues raised in his letter.

**120. REPORTS FROM REPRESENTATIVES**

The Parish Council received reports from Councillor K Gowland regarding the Kent Association of Parish Councils and Councillor J Goodsell regarding the Dover West Neighbourhood Forum meeting regarding the provision on health care services in the area.

The Parish Council considered Dover District Council's letter seeking nominations for the Parish Representative on the Dover District Standards Committee.

RESOLVED: (a) That the reports be noted;

(b) That Councillor K Gowland be nominated to serve as the Parish Representative on the Dover District Standards Committee.

(c) That Councillor J Goodsell be appointed as the Parish Council's representative to serve on the Dover Area Committee of the Kent Association of Parish Councils.

**121. COUNCILLOR TRAINING**

The Parish Council considered attendance at the KAPC Councillors' Information Day to be held on 22<sup>nd</sup> September 2007. No Councillors expressed the wish to attend the event.

**122. ANY OTHER BUSINESS**

Councillor V Stellyes reported that he had spoken to the contractors working at Whitfield Primary School regarding the amount of mud on the road and this was dealt with within 24 hours.

Councillor J Goodsell asked the members if they were happy for him to send them reports etc by email and advised that he had placed a copy of his report regarding the Master Planning Workshop in the Correspondence file currently in circulation.

The meeting closed at 9.50pm.

COUNCILLOR P CAPPER  
CHAIRMAN





## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 9<sup>th</sup> October 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### **Present**

Councillor P Capper (Chairman)  
Councillor B Binfield  
Councillor L Brooks  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore  
Councillor S Rashid

Apologies for absence were received from Councillor K Barraclough and Councillor N Tomaszewski.

### **130. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal interest in Agenda item 8 on account of his position on the Committee of Whitfield Action Group and his employment with Magnox Electric.

### **131. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 11<sup>th</sup> September 2007 be accepted and signed by the Chairman, subject to the amendment of the date in Minute No. 115 to read "18<sup>th</sup> October."

### **132. FINANCE**

The Parish Council considered the financial report for September 2007.

RESOLVED: That the financial report for September 2007 be accepted and the Schedule of Payments totalling £4769.46 be signed by the Chairman.

### **133. PUBLIC PARTICIPATION**

The Chairman adjourned the meeting to enable members of the public to participate.

No members of the public wished to raise any issues.

**134. GRANTS & SUBSCRIPTIONS**

The Parish Council considered a request for financial assistance from Whitfield Brownies and Guides, together with a quote supplied for the work needed (handed out at the meeting).

The Parish Council considered a request for financial assistance from St Peter's Church, Whitfield, towards the cost of staging a fundraising concert in the Village Hall.

The Parish Council considered a request for financial assistance from BTCV in respect of its Kent Tree and Pond Warden schemes.

RESOLVED: (a) That a grant of £175 be made to the Whitfield Brownies and Guides towards the repair of the windows, the cost to be met from the Grants and Subscriptions provision in the Council's 2007/08 Budget;

(b) That a grant of £100 be made to St Peter's Church towards the staging of a concert at the Village Hall, the cost to be met from the Grants and Subscriptions provision in the Council's 2007/08 Budget, in accordance with section 145(1)(a) of the Local Government Act 1972;

(c) That no financial assistance be given to the BTCV in respect of the Kent Tree and Pond Warden schemes.

**135. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council noted Dover District Councillor C Meredith's report on issues affecting Whitfield:

- The Esso site was due to be cleared on 10<sup>th</sup> October 2007 and the amended planning application for change of use to a car wash and valet service had been submitted. McDonalds had had problems with vehicles parking on the site and had asked Esso to put up some restriction signs. Esso had referred the situation regarding the abandoned lorry to its legal department;
- The ground had been prepared for the wind turbine to be installed at Dover District Council's offices. The turbine was being externally funded;
- The St James' Area Redevelopment was due to start in Dover next year. This would mean the closure of Russell Street Car Park. This facility would not be available until the opening of the ASDA store in 2010;
- The District Council Scrutiny and Regeneration Committee was looking at health service provision and was looking for more emphasis on community services and referrals to GPs with more specialised skills.
- The Cabinet had met on 8th October 2007 and had discussed the South East Plan report. It was confirmed that the Cabinet would press for the higher number of houses and more to be built. It did recognize the need for the infrastructure to be in place before any building work could begin. It was anticipated that the building would be over a period of 20 years with 30% being built in the first 10 years. A special meeting was to be convened on 12th December 2007.

**136. HOUSING & PLANNING COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Housing & Planning Committee held on 24<sup>th</sup> September 2007.

RESOLVED: That the Minutes of the meeting of the Housing & Planning Committee held on 24<sup>th</sup> September 2007 be received and the recommendation contained in Minute No. 128 be adopted.

**137. REPORTS FROM REPRESENTATIVES**

The Parish Council received reports from Councillor J Goodsell regarding the Dover West Neighbourhood Forum, Whitfield Action Group, the North Dover Wind Farm planning application and the Masterplanning workshop report.

RESOLVED: That the reports be noted.

**138. POST OFFICE CLOSURES**

The Parish Council noted Kent County Council's letter of 3<sup>rd</sup> October 2007 regarding the Post Office's Network Change Programme.

**139. ANNUAL LIAISON MEETING WITH TOWN & PARISH COUNCILS**

The Parish Council considered Dover District Council's invitation to send two delegates to the Annual Liaison meeting with Town and Parish Councils, to be held on 15<sup>th</sup> November 2007. Four Councillors expressed an interest in attending the event and, following a lengthy debate a vote was taken.

RESOLVED: (a) That Councillor Mrs C Moore and Councillor J Goodsell should attend the Annual Liaison Meeting with Town and Parish Councils;

(b) That Dover District Council be asked whether a third delegate may attend on behalf of the Parish.

**140. ACTION WITH COMMUNITIES IN RURAL KENT**

The Parish Council noted the invitation to Action with Communities in Rural Kent's Conference and AGM on 22<sup>nd</sup> October 2007.

**141. TRAINING**

The Parish Council considered attendance at the KAPC Finance Day to be held on 29<sup>th</sup> October 2007. No Councillors expressed the wish to attend this event.

The Parish Council considered the Clerk's attendance at the Society of Local Council Clerks Regional Conference on 14<sup>th</sup> November 2007.

RESOLVED: That the Parish Clerk should attend the Society of Local Council Clerks Regional

Conference on 14<sup>th</sup> November 2007, the cost of £40.00 +VAT and traveling expenses to be met from the Training provision in the Council's 2007/08 budget.

**142. ANY OTHER BUSINESS**

No Member present wished to raise any other items of business.

**143 EXCLUSION OF THE PUBLIC**

RESOLVED: That in view of the confidential nature of the business about to be transacted, the public be excluded for the remainder of the meeting.

**144. STAFFING ISSUES**

The Parish Council considered the Clerk's report regarding an increase to the Minimum Wage and new legislation regarding paid holiday entitlement.

RESOLVED: That the leave entitlement for the Deputy Clerk, Groundsman and Village cleaner be increased to 24 days (pro rata).

**145. ADDITIONAL AGENDA ITEM**

The Parish Council noted Councillor L Brooks' report regarding the recent attempted break in at the Sports Pavilion. CCTV footage had been passed to Kent Police and it was hoped that there would be enough evidence for further action to be taken.

The meeting closed at 9.15pm.

COUNCILLOR P CAPPER  
CHAIRMAN



## WHITFIELD PARISH COUNCIL

Minutes of the meeting of Whitfield Parish Council held on 13<sup>th</sup> November 2007 at 7.30pm in the Sports Pavilion, The Recreation Ground, Whitfield, Dover.

### Present

Councillor P Capper (Chairman)  
Councillor K Barraclough  
Councillor B Binfield  
Councillor L Brooks  
Councillor D Ditcher  
Councillor J Goodsell  
Councillor K Gowland  
Councillor Mrs C Moore (from item 4)  
Councillor S Rashid (from item 9)  
Councillor V Stellyes  
Councillor N Tomaszewski

### **170. DECLARATIONS OF INTEREST**

Councillor J Goodsell declared a personal interest in Agenda item 8 (Housing & Planning Committee Minutes) on account of his position on the Committee of Whitfield Action Group and his employment with Magnox Electric.

### **171. MINUTES OF PREVIOUS MEETING**

RESOLVED: That the Minutes of the meeting held on 9<sup>th</sup> October 2007 be accepted and signed by the Chairman, subject to the inclusion of Councillor V Stellyes' apologies for absence.

### **172. FINANCE**

The Parish Council considered the financial report for October 2007.

The Parish Council noted the completion of the 2006/07 Annual Audit and the External Auditor's report.

RESOLVED: That the financial report for October 2007 be accepted and the Schedule of Payments totalling £11493.80 be signed by the Chairman.

### **173. PUBLIC PARTICIPATION**

The Chairman adjourned the meeting to enable members of the public to participate.

A member of the public requested that the Public Participation session be moved to the end of the

meeting in enable parishioners to comment on the content of the meeting.

The same parishioner asked whether the incorrect sign would be replaced when the new signs for the recreation ground were ordered. The Chairman of the Recreation Committee confirmed that this would be the case.

**174. GRANTS & SUBSCRIPTIONS**

The Parish Council considered the situation regarding the grant awarded to the Langdon Action Group.

The Parish Council considered the invoice from Whitfield Action Group in respect of the grant awarded to it in the 2007/08 financial year.

RESOLVED: a) That Langdon Action Group be advised that the Parish Council could not release the grant awarded unless a Bank Account was held in the name of the organization;

b) That Whitfield Action Group's invoice be approved for payment.

**175. DOVER DISTRICT COUNCILLORS' REPORTS**

The Parish Council noted Dover District Councillor C Meredith's report on issues affecting Whitfield:

- Planning Permission had been granted for the car wash and valet service on the disused Esso site. Work was due to start on site in the New Year. Plans for car sales and rentals in the A2 side of the property were currently on hold;
- Some of the trees on Sandwich Road had Tree Preservation Orders so would need to be surveyed with the appropriate District Council Officers before any work could be carried out. This would have to be done at specific times of the year;
- The building works being carried out at Sparrow Court was being done under permitted development permissions. The landowner had expressed a willingness to meet with interested residents and had confirmed that no new planning application was in the pipeline;
- Dover District Council's Cabinet has confirmed that brown field sites will be used before any building on green field sites. The Government was due to give its decision regarding the number of houses to be built in the District in January, followed by a 12 week consultation period. Dover District Council's consultation period was due to start in March so there would be some overlap. The final decision would be made by a Government Inspector in approximately 12 months.

**176. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 10<sup>th</sup> October 2007.

RESOLVED: a) That the Minutes of the meeting of the Recreation Committee held on 10<sup>th</sup> October 2007 be received.

**177. ROADS & FOOTPATHS COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Roads & Footpaths Committee held on 16<sup>th</sup> October 2007.

RESOLVED: That the Minutes of the meeting of the Roads and Footpaths Committee held on 16<sup>th</sup> October 2007 be received.

**178. HOUSING & PLANNING COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Housing & Planning Committee held on 22<sup>nd</sup> October 2007.

RESOLVED: That the Minutes of the meeting of the Housing & Planning Committee held on 22<sup>nd</sup> October 2007 be received.

**179. RECREATION COMMITTEE**

The Parish Council considered the Minutes of the meeting of the Recreation Committee held on 8<sup>th</sup> November 2007 (handed out at the meeting).

The Parish Council considered a request from Lawsons' Circus to use the Recreation Ground in 2008.

RESOLVED: a) That the Minutes of the meeting of the Recreation Committee held on 8<sup>th</sup> November 2007 be received and the recommendation contained in Minute No. 168 be adopted;

b) That Lawsons' Circus be given permission to use the Recreation Ground subject to the payment of a refundable deposit of £500.

**180. REPORTS FROM REPRESENTATIVES**

The Parish Council received reports from Councillor J Goodsell regarding the Dover West Neighbourhood Forum, Whitfield Action Group and the North Dover Wind Farm planning application; and from Councillor K Gowland regarding the Police Forum meeting, KAPC Dover Branch and the KAPC Annual General meeting.

The Parish Council considered attendance at the Annual General Meeting of CPRE Kent, to be held on 23<sup>rd</sup> November 2007 in Maidstone.

RESOLVED: a) That the Councillors' reports be noted;

b) That Councillor D Ditcher should attend the Annual General Meeting of CPRE Kent as an approved duty.

**181. HOSPITAL SERVICES**

The Parish Council considered Eythorne Parish Council's letter of 2 November 2007 regarding hospital provision for Dover and the surrounding villages.

RESOLVED: That Whitfield Parish Council should support Eythorne Parish Council's campaign for better hospital provision of Dover and the surrounding villages.

**182. ANY OTHER BUSINESS**

Councillor D Ditcher requested that it be made known through the *Whitfield News* that the *Dover Express* report of Councillor Mrs Moore 'storming out' of the previous meeting was untrue.

The meeting closed at 8.55pm.

COUNCILLOR P CAPPER  
CHAIRMAN