

Wickhambreaux Parish Council

Parish Clerk: Chenice Howard-Sparkes,
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TO: ALL MEMBERS OF WICKHAMBREAUX PARISH COUNCIL

Councillors are hereby summoned to attend the Annual General Meeting of the Wickhambreaux Parish Council on **TUESDAY, 22 JUNE 2021** at Wickhambreaux Village Hall at **7.30pm** for the transaction of the business described in the following Agenda.

CHENICE HOWARD-SPARKES, CLERK TO THE COUNCIL

This meeting is open to Members of the Public but face masks/coverings must be worn unless exempt and social distancing will apply. Anyone attending should use the sanitiser provided on arrival; and provide their details for Track and Trace purposes. Capacity in the hall is limited as per the Parish Council's risk assessment for face to face meetings. Ideally anyone wishing to attend will advise the Clerk in advance that they wish to attend, or send written representations prior to the meeting as an alternative to attending in person. Please do not attend the meeting if you have any symptoms of Coronavirus. Please contact the Clerk for more details if you have any questions.

Under Appendix A of the Parish Council's Standing Orders, all councillors and members of public should announce at the start of the meeting whether they wish to record the meeting. A copy of the Standing Orders and Appendix A are available to view on the Parish Council's website or the Clerk can provide a copy on request.

A G E N D A

1. The Chairman's opening remarks and apologies for absence.
2. TO CONSIDER nominations and TO CO-OPT to the vacancy of Parish Councillor
3. Declarations of Cllrs' Interest and amendments to the Register of Interest.
4. To confirm the Minutes of the AGM held **05 May 2021**
5. To report matters arising from the Minutes
6. Reports from County and City Councillors
7. TO CONSIDER Highways matters
 - (i) A257 Group update
8. Planning:
 - (i) TO RECEIVE a pre-application presentation

New Applications:

CA/21/01123	Sunflowers, Lambkin Wall	Erection of a porch to front elevation together with change of white brickwork to silver grey weatherboarding.
CA/21/01289	3 Grove Road	Proposed single-storey rear and side extensions

Awaiting Decision:

CA/21/00840	The Old Stone House, The Green	Erection of a 1.9m high timber fence to North and West boundary
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Determined:

CA/21/00772	2 Sandpit Cottages, Grove Road	Single-storey rear extension following demolition of conservatory together with first-floor rear extension.	Granted
CA/21/00678	The Mill, The Green	Application for Listed Building Consent for external alterations including installation of galvanized steel mesh tile/snow guards to roof eaves.	Granted
CA/21/00778	Lampen View, Stodmarsh Road	Single-storey rear extension, single-storey side extension together with changes to external fenestration following demolition of existing conservatory.	Granted

9. Annual Return 2020-2021

TO RESOLVE that Wickhambreaux Parish Council meets the criteria for 2020-2021 to be an exempt authority, and wishes to be an exempt authority, not subject to a PKF Littlejohn LLP review for that year

TO DISCUSS, TO RECEIVE, CONSIDER AND APPROVE the Annual Governance and Accountability Return (AGAR Form Part 2) for the financial year ended 31 March for submission to PKF Littlejohn:

- Section 1 : the Annual Governance Statement – TO RESOLVE to accept Section 1 in advance of approving Section 2 - and section 1 to be signed by the Chairman and the Minute No. subsequently noted
- Section 2 : the Accounting Statements – TO RESOLVE to approve Section 2 – and when resolved Section 2 should be signed by the Chairman (and the subsequent Minute No entered later)

10. TO DISCUSS and CONSIDER the Canterbury District Local Plan draft vision and options for the district consultation
11. TO DISCUSS and CONSIDER South East Water's Dry Weather Plan Consultation
12. TO DISCUSS and AGREE a date for the Annual Parish Meeting (APM) and preparations
13. TO DISCUSS and AGREE the Parish Council's Communications Approach going forwards
14. TO DISCUSS and AGREE whether to participate in the Wickhambreaux Open Gardens Event on 25 July 2021 and TO CONSIDER a request for classic cars to be parked on the village green
15. TO RECEIVE reports:

School Report
Tree Representative

CA/21/01177	Lynton, Stodmarsh Road	Fell 2no Holly trees in front garden (CCC has 'no objection').
CA/21/01457	The Thatch, The Street	G1 – Reduce 4no Western Red Cedars by approximately 4m (approximately 40%) T1 – Remove dead/dying Western Red Cedar located on fence line from neighbour's side in rear garden

Law and Order
KALC
Village Hall Committee
Playing Field Committee
Village Greens
Flood Protection
Footpaths
Website

16. Financial matters, including Precept, Concurrent, bank statements and authorisation of accounts

(i) To authorise payments for:

May Interim Payments:

Chenice Howard-Sparkes – Reimbursement for annual Zoom subscription - £143.88

June 2021 Payments:

Majestic Garden Care – Playing Field Maintenance May 2021 - £66.00

Lionel Robbins – Internal Auditor Fee 2020-2021 - £60.00

Chenice Howard-Sparkes – Clerk salary June 2021

Lyssi Varghese – Village Hall Cleaner Salary June 2021

HMRC – Employee and PAYE June 2021

17. Clerk report and Correspondence

18. Any Other Business

Dates of future meetings: 20 July, No meeting in August,

21 September, 19 October, 16 November, No meeting in December