

Wickhambreaux Parish Council

Parish Clerk: Chenice Howard-Sparkes,
31 Lakehill Road, Hersden, Canterbury, CT3 4FJ
Telephone: 07972 201687. Email: clerk@wickhambreaux-pc.gov.uk
Website: wickhambreaux-pc.gov.uk

TO: ALL MEMBERS OF WICKHAMBREAUX PARISH COUNCIL

Councillors are hereby summoned to attend a meeting of Wickhambreaux Parish Council on **TUESDAY 15 SEPTEMBER 2026** 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 10 SEPTEMBER 2026

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 candidates for co-option to fill the vacancy
3. Declarations of Cllrs' Interest and amendments to the Register of Interest.
4. To confirm the Minutes of the Meeting held on **21 JULY 2026**
5. To report matters arising from the Minutes
6. Reports from County and City Councillors and Neighbourhood Watch
7. To CONSIDER Highways matters
8. Planning:

New Applications since last meeting:

CA/26/01289	The Mill Yard, 2 The Green, Wickham Road	Double doors to North and West elevations, roof light to North elevation, together with removal of chimney.
CA/25/02291	Elm Tree Farm, Grove Road	Side and rear first floor extensions and rear balcony, together with alterations to fenestrations (Revised Proposals)
CA/26/01394	The Red Lion, Stodmarsh Road	T.P.O no 05/2021- T1, Ash tree situated in rear garden of pub. Crown reduce by 30%

Awaiting Decision:

CA/22/01530	Land To The North Of The Quaives Retreat, Seaton Road	Retrospective change of use of land for up to 20 bell tents together with a temporary toilet block, covered cooking area, bar and associated parking
EN/21/00287	Grove Road	Caravans on Preston Marshes
CA/25/01971	1 The White House, The Street	Retrospective application for Listed Building Consent for external alterations including installation of chimney flue to side elevation.
CA/25/01972	2 The White House, The Street	Retrospective application for Listed Building Consent for external alterations including installation of chimney flue to rear elevation.
CA/26/00898	2 The Old Workhouse, The Street	Single-storey outbuilding following demolition of shed and log store.

9. TO RECEIVE and CONSIDER any recommendations from Mazars LLP following the conclusion of the Annual Return for financial year 2025-2026

10. TO DISCUSS and CONSIDER adopting the following policies/procedures:
 - Comments, Complaints and Compliments Procedure
 - Data Protection Complaints Procedure
11. TO RECEIVE an update on Canterbury City Council's Community Governance Review and CONSIDER recommendations put forward for the Stage 2 Consultation
12. TO DISCUSS and CONSIDER request from Kent County Council Safer Road User Team to fund hall hire costs of £30.00 to run a Mature Drivers and Passenger Course in Wickhambreaux
13. TO DISCUSS and CONSIDER resident fundraising idea to hold a Wickhambreaux Garage Safari in 2027
14. TO DISCUSS and CONSIDER resident suggestion for a recycling bin on the small green, opposite The Rose Public House
15. To RECEIVE reports:
 - Tree Representative
 - KALC
 - Village Hall Committee
 - Playing Field Committee
 - Village Greens
 - Flood Protection
 - Speedwatch
 - Footpaths
 - Website
 - Events
16. Financial matters, including Precept, Concurrent, bank statements and authorisation of accounts
 - (i) To authorise payments for:
 - July-August 2026 Interim Payments**
 - Kent County Council – 3no speed surveys on Grove Road - £315.00
 - Wickhambreaux Village Hall - Grant agreed towards redecoration works agreed at June 2026 Parish Council Meeting - £1,500
 - Chenice Howard-Sparkes – Clerk salary August 2026
 - HMRC – Employee & PAYE August 2026
 - Verdi Stevens-Greenwood – Village Hall cleaning August 2026
 - September 2026**
 - Air Ambulance Charity Kent Surrey Sussex – donation towards running costs in recognition of benefit to the local community - £250.00 (agreed at previous meeting)
 - Chenice Howard-Sparkes – Reimbursement for annual Microsoft 365 subscription - £84.99
 - Chenice Howard-Sparkes – Reimbursement for ink cartridges - £40.82
 - Chenice Howard-Sparkes – Clerk salary September 2026
 - HMRC – Employee & PAYE September 2026
 - Verdi Stevens-Greenwood – Village Hall cleaning September 2026
 - (ii) To Note income received:
17. Clerk Report and Correspondence
18. Any Other Business

Dates of future meetings: 20 October, 17 November 2026.