WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 21 MAY 2013

Present: Parish Cllr Christine Le Jeune
Parish Cllr Tony O'Sullivan
Parish Cllr John Joice
Parish Cllr Angela Hamilton
Parish Cllr Faith Wright
Parish Cllr Linda Lodge
Miss Chenice Sparkes, Clerk to the Council

1. **ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2013-2014**
The previous Chairman Cllr Le Jeune stepped down and Cllr O'Sullivan volunteered to Chair the Council for the next year. There were no other volunteers or nominations. Cllr Le Jeune proposed and Cllr Hamilton seconded that Cllr O'Sullivan be elected for the year 2013-2014 and this was unanimously passed.

2. **ELECTION OF VICE CHAIRMAN FOR THE COUNCIL YEAR 2013-2014**
Cllr Twyman, although absent from the meeting, had expressed an interest in being re-elected as vice-chairman. Cllr Hamilton proposed and Cllr Joice seconded that Cllr Twyman be re-elected as Vice Chairman for the year 2013-2014. This was unanimously passed.

3. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**
Cllr O'Sullivan welcomed everyone to the meeting. For his first act as new Chairman he thanked Cllr Le Jeune on behalf of the Parish Council for her tireless hard work and service for the Council, in particular in regards to the Seaton Meadow Village Green Application and expressed the Parish Council's gratitude for everything she has done.

Apologies for absence were received and accepted from Parish Cllr Martin Twyman and Kent County Cllr Michael Northey.

4. **DECLARATIONS OF INTEREST**
None.

5. **MINUTES OF THE MEETING HELD ON 23 APRIL 2013**
The Minutes were accepted as a true record of the meeting.

6. **INFORMATION FROM MATTERS ARISING**
4(7v) The Clerk reported that a more permanent repair will be carried out by Kent Highways along the stretch of road near Stodmarsh in the summer months.
7(i) The Clerk reported she had sent the letter asking for the changes to be made to the Public Rights of Way (PROW) vegetation clearance for 2013 but had received no reply.
7ii) Cllr Twyman reported that all the pot holes along Grove Road have now been repaired.
9. Cllr Twyman reported that the re-seeding of the grass on the small Village Green by the Rose Inn has taken well.
11(ii) Cllr Le Jeune reported she had sent an email in response to the Localism Bill survey but found it not suitable for small Parish Councils.
11(iii) The Clerk reported she had received a hard copy of Southern Water's 25 year Water Strategy Plan and will circulate to all Councillors outside of the meeting.

7. **PLANNING**

CA//13/000731/FUL Otters Quest, Seaton Road – The Parish Council had no objections to the proposed conservatory to the rear of the dwelling.

The Clerk reported she had received a document detailing the information requirements and the validation of planning applications consultation from Canterbury City Council. It was agreed to circulate the document outside the meeting for Cllrs to have a closer scrutiny and to put on next month's agenda.

8. **SEATON MEADOW VILLAGE GREEN APPLICATION**
   Cllr Le Jeune reported that further correspondence had been received from the Information Commission requesting more information – this information has been collated and sent off. Councillor's agreed the content of the letter and it will be sent on Wednesday 22 May 2013.

   In view of her long-standing dealings with the Village Green Application, Cllr Le Jeune offered to carry on with any future dealings and correspondence relating to the application. The Parish Council welcomed this.

9. **HIGHWAYS**
   (i) Cllr Le Jeune reported that the kerb stone on the corner of Wickham Court Lane and Grove Road has been dislodged again for the third time. The Clerk was asked to report the dislodged kerb and ask if a tougher repair can be made to try to prevent the situation happening again.

10. **REPORTS FROM COUNTY AND CITY COUNCILLORS**
    County Cllr Michael Northey could not attend the meeting but wanted to pass on his thanks and sense of privilege at being elected as County Councillor for another term, and said he aims to serve everyone in the community. He is pursuing the matter of litter along the A2 and other areas, having spoken with David Brazier (the new Cabinet Member for Transport and the Environment) who has promised to look into ways of solving this with his officers. He is also asking a Question at full Council on this topic on Thursday 23 May 2013. Moreover he has been appointed as a Deputy Cabinet Member to Roger Gough, Cabinet Member for Education and Health reform, which he reports is a very interesting post.

    City Cllr Brian Staley reported that he would still prefer a smaller bus company to operate in Wickhambreaux, Stodmarsh and Grove, believing the larger buses are too big for small villages. He also reported that it is very good that all parishes are united behind the A257 cause and also that they meet regularly.. Littlebourne Parish Council are monitoring all HGV movements. With regards to the Nailbourne he was asked to inspect the river at Spencer's in Garrington where the pollution is starting to effect, luckily it hasn't spread to other areas in the Little Stour Ward. Looking at the Local Development Framework, the proposals will see drastic changes in some areas, particularly Ashford and Canterbury. There are also plans to reduce the number of City Councillors in the district from 50 to 38 which are being argued to make financial savings with less Cllr expenses being claimed. However Cllr Staley believes that there will be less Grass Root Democracy as Councillors will be overstretched and officers' salaries and expenses will increase instead to fund the change.

11. **CLLRS' REPORTS**

    Tree Warden – The Parish Council agreed to reappoint Sheila Hickling as the Tree Warden. Cllr Wright reported that Mark Jones who has been undertaking tree work on behalf of the Parish Council has recently suffered a heart attack. A Get Well Soon card was sent on behalf of the Parish Council and everyone wishes him a speedy recovery. Cllr Wright was asked to get two quotes for grinding the tree stump in Stodmarsh.

    Police Liaison – The Parish Council agreed to reappoint Cllr Lodge.
    Cllr O'Sullivan reported that PCSO Elaine Cannadine is now back and has attended an incident of vandalism in the village. Cllr Lodge reported that Kent Police are holding an open

day on Sunday 7 July 2013 at their headquarters in Maidstone and Ann Barnes, the Police and Crime Commissioner, is having a meeting in Midkent College in Maidstone on Wednesday 5 June 2013 which she unfortunately cannot attend.

Neighbourhood Watch – The Parish Council agreed to reappoint Cllr Lodge as its representative.

KALC – The Parish Council agreed to reappoint Cllr Lodge as its representative.

Village Hall – The Parish Council agreed to reappoint Cllr Joice as its representative

Playing Fields – The Parish Council agreed to reappoint Cllr Lodge as its representative. Cllr Lodge reported that the School fete was postponed due to forecasted torrential rain, and will now be held to Saturday 6 July 2013.

Village Greens – The Parish Council agreed to reappoint Cllr Twyman as its representative. Cllr Twyman reported that the Birds plan to plant the new tree in the Autumn. He also reported that The Rose Inn should not put any tables on the new re-seeded area as it hasn't had time to fully establish.

Flood Protection – The Parish Council agreed to reappoint Cllr Twyman as its representative. Cllr Twyman reported that the Little Stour Management Committee is awaiting a report from Southern Water detailing the extent of repairs needed to fix the current issues and minimise the chance of any release of sewage into the Nailbourne in the future.

12. **FINANCE**

The expenditure totalling £944.16 was authorised made up of:

- Cllr Le Jeune – APM refreshments 2013 - £12.52
- Aon UK Ltd – Parish Council Insurance - £563.98
- Stripy Lawns – mowing recreation ground April and May 2013 - £70.00
- St Andrews PCC – Wine for APM - £15.00
- Chenice Sparkes – Clerk salary April 2013 – £134.73
- Chenice Sparkes – Clerk salary May 2013 - £134.73
- HMRC – Employee and PAYE for April 2013 - £31.60
- HMRC – Employee and PAYE for May 2013 - £31.60

The Parish Council agreed to give Richard Barton, Internal Auditor, an Amazon voucher worth £25.

13. **APPROVAL OF THE ANNUAL RETURN FOR THE FINANCIAL YEAR ENDING 31 MARCH 2013 FOR SUBMISSION TO LITTLEJOHN**

The Annual Return was signed and approved by the Parish Council.

14. **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Standing Orders and Financial Regulations were approved without change for the new financial year as there had been no suggested amendments from NALC.

15. **OFFICE AND FINANCE RISK ASSESSMENT**

The Office and Finance Risk Assessment was approved with one amendment, for monthly bank reconciliations to be sent out by email quarterly on receipt of the relevant deposit bank statements sent quarterly. Cllr Joice and Cllr Wright were reappointed to oversee the finance.

16. **STATEMENT OF INTERNAL CONTROL**

The Statement of Internal Control was approved unamended for the new financial year.

17. **CANTERBURY DISTRICT LOCAL PLAN**

Cllr Wright reported that the existing plan in regards to Wickhambreaux will have minimal impact. Major developments are situated mainly in South Canterbury, Sturry and Herne Bay. The main impact on Wickhambreaux will be in terms of increased traffic.

18. **ANNUAL PARISH MEETING INFORMATION ON THE WEBSITE**

The Parish Council agreed to put a record of the reports given at the Annual Parish Meeting on the website.

19. **POLICY OF WEBSITE ADVERTISING**

The Parish Council agreed that events in the Parish (Wickhambreaux, Stodmarsh and Grove) should be advertised on the Parish Council's website. For anything else the Clerk is to contact the Chairman for his approval.

20. **CLERK REPORT AND CORRESPONDENCE**

(i) The Clerk reported that she had received a number of leaflets about the Blean Woodland Festival from the 27 May to 2 June 2013. Leaflets were distributed to Cllrs and a poster placed on the noticeboard.

(ii) The Clerk reported she had received a number of leaflets asking for nominations for the Lord Mayor's Award – an award which recognises someone helping their local community without praise. Councillors agreed to report back at the next meeting any names they thought should be put forward.

(iii) The Clerk reported that the consultation on the possibility of having a Parish Charter had been received. It was agreed there had not been enough time given to look over the proposals but Cllrs wished to be kept informed of any future developments.

(iv) The Clerk reported she had received correspondence from NALC regarding 4G mobile connectivity in England, the highest mobile broadband technology. Cllr O'Sullivan agreed to look over the correspondence.

(v) The Clerk reported she had received a list of proposals from KCC to turn off some street lighting in certain areas after a set time. As there are no street lights in Wickhambreaux, the proposals do not affect the Parish.

(vi) The Clerk reported she had received an update letter on the success of the Shared Taxi Scheme so far and a letter asking for financial support. Cllr O'Sullivan agreed to look at this.

21. **ANY OTHER BUSINESS**

(i) Cllr Hamilton reported that one of the planters on the bridge has been damaged. As the damage is hardly visible and the planter is still functioning, the Parish Council have decided to take no action at this stage. Cllr Joice has offered to liaise with Cllr Hamilton and help replant the planters.

The meeting closed at 9:34 p.m.

Signed……..... (Chairman)

Date…….....