WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 19 MAY 2015

Present: Chairman Tony O'Sullivan
Parish Cllr Martin Twyman
Parish Cllr Faith Wright
Parish Cllr Linda Lodge
Parish Cllr Robin Treacher
Parish Cllr Caroline Rees
Parish Cllr Gary Bradford
Parish Cllr Charles Porter

City Cllr Stuart Walker

Miss Chenice Sparkes, Clerk to the Council

1. **RESULTS OF THE CONTESTED PARISH COUNCIL ELECTION HELD 07 MAY 2015**
The following Councillors were duly elected by the Parish on Thursday 07 May 2015:
(i) Martin Twyman
(ii) Linda Lodge
(iii) Faith Wright
(iv) Robin Treacher
(v) Caroline Rees
(vi) Gary Bradford
(vii) Charles Porter

2. **COUNCILLORS ACCEPTANCE OF OFFICE FORMS**
All Councillors signed the Declaration of Acceptance of Office forms, declaring they will duly and faithfully fulfil the duties of Parish Councillor and observe the Code of Conduct.

3. **DISCLOSABLE PECUNIARY INTERESTS FORM**
The Clerk handed out copies of the Disclosable Pecuniary Interests form to all Councillors to complete for themselves and their partner/spouse. The Clerk advised that these forms must be returned to Canterbury City Council within 28 days of the election.

4. **ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2015-2016**
Chairman O'Sullivan handed out New Councillor Packs to all the Councillors with a brief overview on what to expect being part of the Parish Council. Cllr Treacher nominated Cllr Twyman for the role of Chairman and Cllr Lodge seconded that Cllr Twyman be elected for the year 2015-2016 and this was unanimously passed. Tony O'Sullivan wished the Parish Council the best of luck for the next few years and passed on the Chairmanship to Cllr Twyman.

5. **ELECTION OF VICE CHAIRMAN FOR THE COUNCIL YEAR 2015-2016**
It was unanimously agreed to postpone electing a Vice-Chairman until the next meeting.

6. **ELECTION OF THE SLOYDEN CHARITY MEMBERS FOR THE COUNCIL YEAR 2015-2016**
Christine Le Jeune and Angela Hamilton, previous Parish Councillors, have stood down from both the Parish Council and the Sloyden Charity. Christine Le Jeune has offered to brief any Councillors considering taking the role with regards to the charity status and also responsibilities. It was unanimously agreed to postpone electing the Sloyden Charity members until the next meeting to allow potential members to find out more about the charity.

7. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**

Cllr Twyman welcomed everyone to the meeting and congratulated all the Councillors in their election success. Cllr Twyman explained that he will only accept the position of Chairman on an interim basis, understanding that with four new Councillors it would be beneficial to have an experienced Councillor take the Chairman's role. He explained that unfortunately he did not have the time required to dedicate to the role of Chairman as well as a member of many other local community groups and a full time farmer. He expressed his hope that, once all the Councillors have found their feet, somebody else will volunteer to take the role from him after a few months.

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

8. **DECLARATIONS OF INTEREST**

Cllr Lodge declared an interest in the planning application for Frognall Cottages as a neighbour of the property.

9. **MINUTES OF THE MEETING HELD ON 21 APRIL 2015**

The Minutes were accepted as a true record of the meeting.

10. **INFORMATION FROM MATTERS ARISING**

4(11 Tree Warden) The Clerk reported that she had sent a letter to the residents at Wickhambreaux Court regarding overhanging tree branches but the owners were away in America at the time. The owners agreed to look into the overhanging tree branches when they returned but no action appears to have been taken. The Clerk agreed to chase for an update.
9. The Clerk reported that every councillor will be provided with a unique email address to use for Parish Council business once the email addresses for the previous councillors have been changed.
10(Tree Warden). Cllr Wright reported that she had sent a thank you letter to Jon Lambourne thanking him for his many years of service and to express the Parish Council's sadness at his loss of knowledge and expertise. She reported she had received a reply back thanking the Parish Council for their kind words and advised that he would be setting up privately to offer his advice on trees for the future. Cllr Wright agreed to speak to Jon Lambourne and get a rough price guide for the Parish Council to consider in the future. Cllr Bradford agreed to speak to a resident in the village he understands to be someone who worked as an understudy to Jon Lambourne, to ask what the new procedure with Canterbury City Council is when needing advice on trees.

11. **MATTERS ARISING FROM THE ANNUAL PARISH MEETING**

No matters arising.

12. **PLANNING**

CA//15/00981/FUL – 1 Frognall Cottages, Grove Road – The Parish Council had no objections to the single storey side extension and first floor rear extension

Proposed Chislet Wind Farm – Scoping Request Submission

The Clerk reported she had received a letter from RES Developments Ltd, a renewable energy company, informing that they propose to build an on-shore wind farm west of the village of St Nicholas at Wade.

A scoping request has been submitted to Canterbury City Council to seek their guidance and in the meantime RES are writing to over 900 residents and organisations within three kilometres of the proposed site to gauge views. Initial discussions with local communities will be held in June 2015 followed with public exhibitions late summer 2015. The Clerk was asked to write to RES to request to be kept informed of all developments and request a copy of the consultation plan.

13. **HIGHWAYS**

(i) It was unanimously agreed that Cllr Twyman should continue as the Highways representative on behalf of the Parish Council.

(ii) Cllr Tywman reported that he had met Sid Miller, Kent Highways Steward, to discuss a number of pot holes in the village which have since been marked up for repair. However the pot holes around the sewage manholes outside the Chapel opposite the riverbank are deemed not deep enough to warrant a repair despite the fact they pose a danger for cyclists. Cllr Twyman agreed to keep chasing for some action.

(iii) Cllr Porter reported that Nargate Street will be closed from the 11 June 2015 for up to two days between 9am and 5pm to carry out gully cleansing works to alleviate flooding.

(iv) Cllr Wright reported that she has received no further news as to when the Black Hole Dyke is to be dredged to alleviate the problem of water collecting in The List. Cllr Wright agreed to email County Cllr Northey to ask him to chase for an update and some action.

(v) Cllr Wright reported that the footpath along the riverbank is due for its first cut this month. The Clerk was asked to remind Kent County Council of this responsibility.

(vi) Cllr Porter reported that the Nature Reserve has been scheduled for 18 cuts this year, despite tightening budgets.

(vii) Cllr Porter reported that the corner of Spicers Place and Mill Lane is again in a poor state with vehicles leaving deep grooves in the grass. The Clerk reported that the Parish Council had looked into the options for improving this corner, including getting the corner remodelled further back to widen the road, but none of these were successful. The Clerk agreed to look back at all the correspondence with Kent Highways and pass this onto Cllr Porter.

14. **REPORTS FROM COUNTY AND CITY COUNCILLORS**

City Cllr Walker reported that the last couple of weeks post-election have been very hectic with lots of courses to attend. Cllr Walker proposed setting up a surgery from 6:30pm before every Parish Council meeting which he would attend to allow residents to ask him any questions. The Parish Council reported that they held a similar initiative last year for three months and it was not utilised by the residents despite advertising attempts. However the Parish Council agreed to be open to the idea of having another surgery in the future.

15. **CLLRS' REPORTS**

Tree Warden – Cllr Wright volunteered to continue her role as Tree Warden for another year and this was unanimously agreed.

Police Liaison – Cllr Lodge volunteered to continue her role as Police Liaison Officer for another year and this was unanimously agreed.

Neighbourhood Watch – Cllr Lodge volunteered to continue her role as Neighbourhood Watch Representative for another year and this was unanimously agreed.

KALC – Cllr Lodge volunteered to continue her role as KALC Representative for another year and this was unanimously agreed.

Cllr Lodge reported that she could not attend the last meeting as this was held on the date of last month's Parish Council meeting, but she did note that an emphasis was placed on benefits of producing an Emergency Plan which the Parish Council have already undertaken.

Village Hall – As the previous representative John Joice has stood down as a Parish Councillor, Cllr Lodge volunteered for the role as she sits on the Village Hall Committee. The Parish Council unanimously agreed that she should take up the position.

Cllr Lodge reported that the Village Hall is soon to be re-decorated by Terry Bates and a quotation is being obtained for steam cleaning the stage curtains

Playing Fields – Cllr Lodge stood down as the Playing Field Representative and Cllrs Rees volunteered to take up the role. The Parish Council unanimously agreed with the appointment.

Cllr Rees reported that the next Playing Field Committee meeting is to be held next Thursday 28 May 2015. The Committee have been busy filling in forms to gain funding to help towards the cost for new play equipment, the most recent of which is their application to the Four Villages Shop and Post Office fund.

Cllr Lodge reported that she is currently having difficulties in opening a bank account for the Committee because the Trustees of the old account (dating back to 1983) are all now deceased or not contactable. Cllr Twyman proposed and Cllr Porter seconded that Cllr Lodge and Cllr Rees be appointed the new Trustees of the Frank Montgomery Playing Field Trust.

16. **FINANCE**

The expenditure totalling £278.38 was authorised made up of:

- Wickhambreaux Village Hall – Supplying wine for the APM - £20.00
- Stripy Lawns – Mowing the recreation ground 25 April and 09 May 2015 - £70.00
- Chenice Sparkes – Clerk salary May 2015 - £144.77
- HMRC – Employee and PAYE for May 2015 - £31.60
- Anthony O'Sullivan – Printing of New Councillor Packs - £12.01

The Parish Council agreed to give Richard Barton, Internal Auditor, an Amazon voucher worth £25, for undertaking the internal audit for year ended 31 March 2014.

The Annual Return was signed and approved by the Parish Council for the financial year 2014-2015, to be submitted to Littlejohn LLP.

17. **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Standing Orders and Financial Regulations were approved with some slight changes for the new financial year.

18. **OFFICE AND FINANCE RISK ASSESSMENT**

The Office and Finance Risk Assessment was approved without change for the new financial year.

19. **STATEMENT OF INTERNAL CONTROL**

The Statement of Internal Control was approved and signed with some slight changes for the new financial year.

20. **CLERK REPORT AND CORRESPONDENCE**

(i) The SLCC Clerk magazine May 2015 edition was received.
(ii) The Clerks and Councils Direct May 2015 magazine was received.

21. **ANY OTHER BUSINESS**

(i) Cllr Treacher reported that a resident had approached him with a complaint regarding the ringing of the church bells on a Thursday evening. He requested that this be placed on the agenda for discussion at the next meeting.
(ii) A copy of the filing cabinet keys were given to Cllr Rees to keep hold of being both a Parish Councillor and a local in the village. A copy of the Village Hall key will also be provided.

(iii) Cllr Twyman reported that he could not attend the next meeting due to other commitments. As no Vice-Chairman has been elected it was decided to change the meeting date to Thursday 11 June 2015 to ensure all Councillors can attend.

The meeting closed at 10:00 p.m.

Signed……..... (Chairman)

Date…….....