WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 20 OCTOBER 2015

Present: Parish Cllr Martin Twyman
Parish Cllr Faith Wright
Parish Cllr Gary Bradford
Parish Cllr Charles Porter
Parish Cllr Caroline Rees
Parish Cllr Linda Lodge (for part of the meeting)

City Cllr Stuart Walker

Miss Chenice Sparkes, Clerk to the Council

1 Resident

1. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**
Cllr Twyman welcomed everyone to the meeting. Apologies for absence were received and accepted from Parish Cllr Robin Treacher and PCSO Karl Shonhard

2. **DECLARATIONS OF INTEREST**
All Councillors declared an interest in application TRE/15/09627 to fell 11 trees and samplings on Parish Council land.

3. **MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2015**
The Minutes were accepted as a true record of the meeting with some minor amendments.

4. **INFORMATION FROM MATTERS ARISING**
4(10.9) The Clerk reported she had contacted EiS regarding obtaining training on the new email system and also to enquire whether email notifications were possible to be set up for phones. The representative Geoff Wells informed the Clerk that there were no formal training sessions available but Councillors could call him and he will provide remote training over the phone, taking control of Councillors' computers from his office, and talk through how to navigate and use the email system. He also informed the Clerk that it is possible to set up email notifications to smart phones and advised Councillors to call in and he will advise on how to set this up.
4(10). Cllr Porter reported that a number of drains in the village have now been marked up for clearance. The Clerk was asked to enquire when the drains are scheduled to be cleared.
6(i) Cllr Twyman reported that he contacted Kent Highways to request they change the date of the Grove Road closure, originally planned from Monday 05 October 2015, because it would impact on local farmers and their fruit harvest. The closure of the road has now been postponed to Monday 09 November 2015 and will last up to five days from 8am to 5pm.
6(iii). Cllr Twyman reported that it took five weeks to get the substantial leak on Wickhambreaux bridge resolved. Kent Highways, Southern Water and the Environment Agency could not agree who was responsible for fixing the leak and it has taken a considerable amount of pressure from Cllrs Twyman, Treacher and Porter for action to be taken. Once investigative works were carried out it was discovered that the leak was caused by a small broken unit which has now been fixed.
6(iv) Cllr Bradford reported that he has been in contact with a worker under Mark Jones who informed him that Kent Highways has been informed of the broken sign but no further correspondence has been received. Mark Jones agreed to chase Kent Highways again and Cllr Bradford agreed to monitor the situation.
6(viii) Cllr Bradford reported that the mill bank footpath was cut last Friday 16 October 2015.
(Adjournment) Cllr Twyman reported that the resident who spoke at the last meeting sent a formal letter of request to both him and the Clerk requesting Cllr Twyman chase a number of

issues with the Environment Agency. At a recent meeting the Environment Agency agreed to install the new sluice gate but advised the work may take a year to be undertaken. Cllr Twyman welcomed the decision but requested they re-evaluate the timescale as the money for the work has already been put aside and work needs to be carried out to assist with possible bad weather in the winter months. Cllr Twyman requested the work be carried out by January and the Environment Agency said they would look into the possibility of this being achieved. Cllr Twyman left a message for the resident informing him of the situation.
8. Cllr Wright reported that she has spoken with Internal Auditor Richard Barton regarding the Parish Council purchasing equipment on behalf of the Playing Field Committee. Richard Barton advised that legal advice needed to be sought to ensure that this was a legal financial transaction. Cllr Wright called Clive Powell, Legal Advisor at KALC (Kent Association of Local Councils) and was advised that the transaction would be classed as VAT fraud in its current proposed form. Cllr Rees agreed to investigate this advice further.
12 (Trees) Cllr Wright reported that she had received a quotation from Mark Jones for the cost of carrying out a survey of all 24 trees in the village and a maintenance survey once a year thereafter. The first survey will be £456.00 including VAT and then £216.00 including VAT each year after that. The Parish Council approved the quotation and Cllr Wright agreed to accept the works on the Parish Council's behalf, with the amendment of adding the three trees in Stodmarsh under Parish Council ownership.

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

City Councillor Stuart Walker

Cllr Walker reported that rather than providing a large report to the Parish Council meeting giving an update on the month's events, instead he prefers to send emails as and when events occur to enable him to act on queries and requests as promptly as possible. The Parish Council agreed this method was working well and Cllr Walker should continue.

Cllr Walker also reported briefly on the Rydon Homes application for 87 homes at Littlebourne being granted. Although this was not the outcome that both Littlebourne and Wickhambreaux Parish Councils were hoping for, Cllr Walker is using this application as an opportunity to find ways to create a better working relationship between Council Planners, Parish Councils and potential developers. The aim is to create better communication and more honest dialogue between all parties and this will be discussed at the next RAMP (Rural Area Members Panel) meeting.

In addition Cllr Walker reported that when commenting on a planning application, unless the application affects him directly as an individual, he will support the Parish Council in their decision whether to support applications or not. As an elected body of local residents, Cllr Walker explained he felt it would not be justifiable to refuse a proposal that the Parish Council are supporting or vice versa. The reasons for either supporting or refusing a proposal will be looked into before any comment is made for or against a planning application, but Parish Councils will in the majority of cases be supported.

PCSO Karl Shonhard

PCSO Shonhard provided a report to be given to the meeting in his absence covering the period from 11 September 2015 to 15 October 2015.

There have been three calls in total for the area; one in Wickhambreaux and two in Stodmarsh. The details cannot be disclosed for the call in Wickhambreaux but the two Stodmarsh calls related to one incident of fraud and one for a suspicious event.

With regards to the fraud incident – a website was used to purchase goods that were not received and no longer a trace of the seller on the website. The victim has been visited by the Police and Action Fraud are aware.

With regards to the suspicious event – a white van was found crashed on Stodmarsh Nature Reserve near the car park around 0915 on 30 September 2015. The car had been driven through a gate and a fence, and it was believed to have happened during the evening. A search was commenced in the area to the find the driver and the vehicle was collected later during the day. The owner was eventually located a day later.

6. **HIGHWAYS**

(i) Cllr Porter reported he has tried to contact Serco to discuss the corner of Spicers Place but they have not been returning his calls or emails.

7. **PLANNING**

CA//15/002123/FUL – White Cottage, The Street – The Parish Council has no objections to the proposed single storey rear extension.

TRE/15/09629 – Quaives Cottage, Seaton Road – The Parish Council has no objections to the felling of two self-seeded sycamores; one in the boundary hedge and one in the garden.

TRE/15/09627 – Wickhambreaux Playing Field – The Parish Council has no objections to their proposal for the felling of 11 ash and elder saplings and trees bordering the public footpath to prevent damage to the fence.

Cllr Wright reported that an additional tree notification for the felling of an ash tree on the boundary line of the Playing Field and the pumping station to prevent further damage to the Playing Field fence was received. The Parish Council had no objections

The Clerk reported that The Red Lion in Stodmarsh has been added to Canterbury City Council's Community Asset Register.

Rydon application in Littlebourne

Cllr Twyman welcomed Cllr Walker's push for creating better communication and honesty between all parties involved in the planning application process. Rydon made no efforts to consult the doctors at the current surgery to establish their views at any time during the process and have pressed ahead with their proposals regardless. Cllr Twyman also reported that Rydon Homes are planning on developing the site, not selling it on to another party to develop.

The application was granted with outline permission this time, despite only minor alterations being made to the last application which was refused. Both the Environment Agency and Southern Water did not say there would be any future problems with capacity in terms of the sewage and water. A planning condition has been applied that Rydon must prove they have an adequate system in place to deal with the new influx of houses before the properties are built. However it would be very difficult to prove that any system proposed would be sufficient without building the properties first.

Chislet Wind Farm

The Clerk reported she had received a letter from RES dated 22 September 2015 providing an update on the potential wind farm application. Due to a number of factors, mainly being the uncertainty surrounding the proposed Local Plan and that other developers have been approached regarding the potential of surrounding sites, RES have decided not to progress the project any further at this time. The Parish Council will be kept updated of any further progress of the project should RES decide to pursue in the future.

Affordable housing within new developments for local people
The Clerk reported she had received a proposal from the Clerk at Chestfield Parish Council enquiring whether Wickhambreaux Parish Council would support their call for Canterbury City Council to introduce a local connection criteria in new developments with a sizeable element of affordable housing.

This proposal would ensure that at least a percentage of affordable housing built within large developments would be allocated to tenants with a local connection to the local area where there is a local desire for this to be introduced. Chestfield Parish Council feel that if a village has to absorb development for the benefit of the district there should at least be an element of the affordable housing set aside for its local people.

At the current time only rural exemption sites in Adisham, Bekesbourne and Bridge have a local connection criteria in place. This new proposal would enable this criteria to be rolled out to all villages in the future and be written into the Section 106 agreements that developers must adhere to once permission has been granted.

The Parish Council discussed the proposal and agreed to support Chestfield Parish Council in calling on Canterbury City Council to adopt the policy across the district. The Clerk was asked to send a letter to Ian Brown, Development Management Manager at Canterbury City Council, and send a copy to City Cllr Stuart Walker, leader of Canterbury City Council Cllr Simon Cook, and the Chairman of KALC Ray Evison.

8. **FENCE QUOTATIONS FOR PLAYING FIELD**
It was agreed to postpone the discussion of fence quotations until the next meeting in light of unanswered legal questions.

9. **NOTICEBOARD FOR THE PLAYING FIELD**
Cllr Rees requested on behalf of the Playing Field Committee that the Parish Council purchase a noticeboard for the Playing Field. Having a noticeboard for the Playing Field would enable the Playing Field Committee to keep residents informed of fundraising efforts for new play equipment. A number of quotations were received ranging from £437.00 plus VAT to upwards of £683.00. The Parish Council agreed to purchase a noticeboard for the Playing Field.

10. **EMERGENCY PLAN REVIEW DATE**
The Emergency Plan review date was agreed to be Wednesday 11 November 2015. It was also agreed that Angela Hamilton will be taken off the contact list and Cllr Porter will be added in her place.

11. **VILLAGE DEFIBRILLATOR**
Cllr Rees reported that she has made a number of enquires as to the costs involved in obtaining a defibrillator as well as the various guidelines that will need to be complied with including first aid training. The location being considered the most appropriate at the current time would be in the porch of the Village Hall. This is a covered space from the elements, has a security light if required in the dark, is close to the school and the Village Hall as well as being relatively central in the village. The cost of a defibrillator is roughly £2000.00 including the cabinet to store it in, the defibrillator unit itself and installation. It was agreed to postpone discussions until the next meeting to allow Cllr Rees to obtain further information.

12. **LORD MAYORS CHRISTMAS GIFT FUND**

After some discussion no nominations were put forward

13. **CLLRS' REPORTS**

Police Liaison – Cllr Lodge reported that she had attended the KALC meeting tonight but unfortunately the police representative due to attend the meeting did not turn up.

Neighbourhood Watch – Cllr Lodge reported that the only reports she has had since the last meeting are related to the cutting of padlocks and fences on farmers' land and also the incident with the car on Stodmarsh Nature Reserve included in PCSO Karl Shonhard's report.

KALC – Cllr Lodge reported that at the meeting this evening it was reported that Operation Stack will be resolved by next summer. The potential use of Manston airfield to ease traffic and provide an area to park appears to have been removed. The need for more transparency in the planning process was also discussed at some length.

Village Hall – Cllr Lodge reported that a new fridge has been purchased for the kitchen. A number of old chairs have been thrown away with 18 new chairs purchased bringing the total number to 85. Cllr Lodge also reported that the annual Jazz concert is being planned for next March and the side gate needs replacing. The cleaning of the stage curtains has had to be put on hold as the price for cleaning came in at £1000.00.

Playing Fields – Cllr Rees reported that the latest Bag to School collection raised £280.00, bringing the total raised by Bag to School collections on its own to £764.80. The next collection will be held on 28 January 2016. Cllr Rees also reported that the Playing Field Committee logo has been decided

Cllr Rees reported that the little gate joining the footpath needs fixing because it doesn't shut properly. A section of damaged fencing behind a property backing onto the Playing Field also needs to be repaired. Cllrs Rees reported she is waiting on quotations for both of these items.

Cllr Rees also reported that she is monitoring the situation with regards to the larger children's swing and is in the process of obtaining base plates to bolt the swings to the ground to make them safer. Cllr Rees requested that if anybody suspects the swings have deteriorated before parts can be obtained to contact her and the swings will be removed if necessary.

Village Greens – Cllr Bradford reported that a sink hole, approximately 2ft deep, has appeared on the Village Green along the line of the old brick drain which runs the length of the Green. A number of marks on the Green suggest that a number of horses have been using the Green, the weight of which might have caused a shift in the ground. The sink hole has been made safe with a stone slab positioned over the hole but further investigation is required by Cllr Bradford and Cllr Twyman.

Cllr Bradford also reported that the planters on the bridge will require a change of plants soon.

Flood Protection – Cllr Twyman reported that the Environment Agency organised a meeting at the Grove Ferry Hotel to discuss floating a maintenance barge from Grove Ferry to Fordwich to carry out necessary de-silting.

Cllr Porter reported that vegetation is starting to build up in the Black Hole Dyke which runs behind his property. Cllr Twyman reported that clearing of the Dyke usually takes place in November and he will be looking into organising the clear up shortly.

14. **FINANCE**

The expenditure totalling £271.37 was authorised, made up of:

- KALC – Councillor Induction Course 17 September 2015 - £25.00
- Stripy Lawns – Mowing recreation ground 12 and 16 September 2015 - £70.00

- Chenice Sparkes – Clerk salary October 2015 - £144.77
- HMRC – Employee and PAYE October 2015 - £31.60

The Clerk reported that the Annual Return for the year 2014-2015 had come back from the external auditors, PKF Littlejohn, fully approved with no areas for concern.

15. **CLERK REPORT AND CORRESPONDENCE**

(i) The Clerk reported she had received a pack of leaflets from Kent Highways regarding their road resurfacing works role. Leaflets were distributed to Councillors at the meeting.

(ii) A poster was received advertising the Canterbury Walking Football Club which will be displayed on the noticeboard.

(iii) Correspondence was received from KALC which the Clerk passed onto Cllr Lodge

(iv) The Clerk had received a letter from the Courts and Tribunals Service to inform the Parish Council that a resident has requested permission of the Upper Tribunal to appeal against the decision of the First Tier Tribunal. No date has yet been set for the hearing but following the recommendation of the previous Chairman Mr O'Sullivan, it was agreed not to be represented at the hearing. The Clerk was asked to enquire what the resident's grounds for appeal were in order to decide whether to make any further written representation.

16. **ANY OTHER BUSINESS**

None

The meeting closed at 09:55pm

Signed……..... (Chairman)

Date…….....