WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 20 JUNE 2017

Present: Parish Cllr Martin Twyman
Parish Cllr Faith Wright
Parish Cllr Caroline Rees
Parish Cllr Linda Lodge
Parish Cllr Gary Bradford
Parish Cllr Catherine Holland
Parish Cllr Robin Treacher

Canterbury City Cllr Stuart Walker
Kent County Cllr Michel Northey

Miss Chenice Sparkes, Clerk to the Council

1 Member of the Public (for the start of the meeting)

1. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**
Cllr Twyman welcomed everyone to the meeting and confirmed that it was the Parish Council's wish for him to continue in the role of Chairman until Canterbury City Council resolve the complaint concerning Cllr Treacher.

Cllr Twyman awarded Playing Field Committee member Mrs Charlotte Stewart with the KALC Community Award, for all her hard work and fundraising to revitalise the playing field, as she had not been able to attend the Annual Parish Meeting on 24 April 2017 where the other members of the committee were presented with their awards.

2. **DECLARATIONS OF INTEREST**
None.

3. **MINUTES OF THE MEETING HELD ON 16 MAY 2017**
The Minutes were accepted as a true record of the meeting.

4. **INFORMATION FROM MATTERS ARISING**
10(i) Cllr Twyman reported that he met with Martin Power from Kent Highways on 17 May 2017 and showed him round various areas of the village and a few problem roads in Littlebourne. Mr Power informed Cllr Twyman that main roads are assessed every month and rural/local roads are assessed every three months for faults. Mr Power will report back the faults identified from the visit to be programmed into the repair schedule. Since the meeting, Cllr Twyman reported that the stretch of Grove Road near the bridge is breaking up and the Clerk agreed to report this to Kent Highways.
10(iii) Cllr Treacher reported that work to lay the electricity cables to the new H pole transformer installed at the back of Spicers Place has now commenced. Cllr Treacher wished to alert councillors that Grove Road may be closed from 10 July 2017 for a period of up to three months to lay the electricity cables. The road will not be shut permanently during this time, one lane may be open for certain periods and the road could be open entirely for intermittent periods.
10(iv). Cllr Twyman reported that he had not heard anything since Kevin Gore, Kent Highways Manager, attending a meeting of the Nailbourne Flood Group following complaints regarding the poor organisation of the Joint Transportation Board. County Cllr Northey reported that he was not aware a meeting had taken place but would enquire as to the outcome of the meeting. Cllr Twyman agreed to contact Cllr Northey after the meeting to brief him on the details.

12. Cllr Treacher reported that two of the three organisations who attended a meeting to discuss traffic congestion and parking within the village have approached him to express they do not wish to continue.
14. The Clerk reported that she had sent an email to County Cllr Northey regarding the flower planters on the corner of Spicers Place who passed the enquiry onto Chris Maw to look into further. Cllr Northey agreed to chase Chris Maw for a response.
Cllr Twyman reported that he observed a refuse lorry having to reverse and mount the kerb to enter Spicers Place due to inconsiderate parking of vehicles on the right hand side of entrance. City Cllr Walker reported that he had contacted David Ford at Serco following a number of missed collections in Wickhambreaux and Littlebourne to request he look into the reasons why the collections were missed. Cllr Lodge reported that the recent green waste collection was not collected due to a vehicle breakdown but this was collected a few days later. Cllr Twyman reported that his bins have not been collected due to a change in crew.

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

City Councillor Stuart Walker

City Cllr Walker reported that he had been re-elected as Chairman of RAMP (Rural Area Members Panel) who have made their first local donation of funding to Littlebourne for the sum of £2,000 towards repairs to the Village Hall. Cllr Walker also reported that RAMP is considering meeting in other locations other than Canterbury, for example at Littlebourne Village Hall, and will be sending out a consultation to parish councils for their views.

Cllr Walker reported that RAMP agreed to set aside a portion of their budget, approximately £3,300, to purchase covert cameras and other items to tackle the issue of fly tipping. Cllr Twyman reported that there has been an increase in stewards and cameras to tackle fly tipping in recent months which have been quite successful. Cllr Treacher reported that current cameras are not very effective at picking up vehicle registration numbers as they have to be close to the vehicle for a clear image so Canterbury City Council are looking to enhance the cameras in hotspot areas of repeat offending.

Cllr Treacher wished to congratulate Cllr Walker on his re-election as Chairman of RAMP on behalf of the Parish Council.

County Councillor Michael Northey

County Cllr Northey expressed that he was glad to be back serving the constituency following the recent election and reported that County Hall has been frozen for three months, with only basic and routine services running while the County Council and General Elections were held. Almost half of the councillors elected to County Hall are new and are currently undergoing training.

Due to the recent boundary changes, Cllr Northey reported that he now covers 15 parishes rather than 10 which will make it difficult to attend meetings on a regular basis. If any contentious items are on the agenda, Cllr Northey said he would do his best to attend that meeting.

County Cllr Northey also reported that Ofsted have rated Kent County Council “good” in a recent review of children’s services. There are four areas which are assessed; children who need help and protection, adoption services, help for care leavers and leadership and management. Despite pressures from asylum seekers, Kent County Council have managed to improve on their “adequate” rating of two years ago and their “requires improvement” rating of the assessment before that.

6. **HIGHWAYS**

(i) Cllr Twyman reported that Grove Ferry level crossing will be closed on 03 July 2017 from 11.30pm to approximately 5am to enable Network Rail to carry out maintenance.

7. **PLANNING**

CA//17/00369/FUL and CA//17/00370/LB – Undertrees Farm Barn, Under Trees Farm, Undertrees Farm Road, Stodmarsh

The Clerk reported that the Case Officer for the application to convert the Grade II listed barn to residential dwelling has gone off on sick leave. Simon Thomas, Head of Planning, has taken the application over and will be making a decision in due course.

CA/17/0116/FUL – Land west of Newborn Farm

Cllr Wright reported that there is no further update on the application for the erection of two log cabins near the fishing lakes to be used as holiday lets.

CA/17/01093/FUL – Quaives Farm, Grove Road

Cllr Wright reported that there is no further update on the revised retrospective application for replacement section of perimeter fence.

CA/17/01149/FUL and CA/01150/LB – The Rose Inn, The Green

Cllr Wright reported that a new application has been received for a proposed single storey rear extension housing new toilets, with the existing toilets converted to a new dining area. The new extension would have a pitched roof as opposed to the flat roof of the previous withdrawn application and it was felt that this would be more appropriate for the building.

Cllr Treacher felt that this application is more appropriate as it avoids having to cut into the existing catslide roof. Consequently, it was felt that this application would not adversely affect the character of the building. It was agreed not to object to the application.

CA//17/01089/FUL – Church Farm House, Lampen Wall

The application for 15 double glazed replacement windows from timber to timber and upvc was received on 19 June 2017 so councillors have not had the opportunity to view the application online.

The Parish Council agreed that if the windows on the front of the property, which can be viewed from the road, are to be replaced with softwood timber rather than upvc then there would be no objection. If the upvc replacement windows are proposed for the front of the property, the Parish Council would object to the application on the grounds that it would have an adverse impact on the character of the Conservation Area.

Cllr Wright agreed to visit the property to ascertain whether the windows to the front of the property were proposed to be softwood timber or upvc and comment to Canterbury City Council accordingly.

8. **UPDATE ON RELATIONS WITH THE SCHOOL**

Cllr Lodge reported that after Sports Day on Friday 26 May 2017, all residents boarding the Playing Field were invited to join in after the final rounders match for refreshments. An invitation was distributed before the event following a suggestion from Patrick Duffy to the FOWS committee (Friends of Wickhambreaux School) which saw some residents participate. Three councillors also attended to show their support.

Cllr Twyman reported that an email was received from a member of the public to request a copy of the TENS form (temporary event notice) for the Sports Day event. The Clerk reported that Mrs Hooper sent across the application form for the event and was informed by Mrs Campling that Canterbury City Council do not sent out certificates anymore. Cllr Rees confirmed this is the case as the Playing Field Committee only received an email acknowledgement for the Classic Car Show with a reference number. The Clerk reported she requested the reference number so this can be sent across to the member of the public for them to make enquiries with Canterbury City Council if necessary.

9. **SCHOOL SUGGESTIONS TO SHOW SUPPORT**

At a meeting on 24 April 2017 between Mrs Campling, Cllr Twyman and Peter Terrill, the School made some suggestions on how the Parish Council could show their support for the school as follows:

(i) Sending a letter in support of the School
(ii) Providing additional land for parking
(iii) Providing financial help towards a new conservatory room
(iv) Fundraising support
(v) Help towards patio improvements

The Parish Council sent a letter in support of the School on 17 May 2017 and deferred decision of the other suggestions until the next Parish Council meeting, which were discussed as follows:

(ii) The Parish Council do not own any land that could be donated to the School for parking. Previous efforts to locate land within the village which could be used for parking purposes for residents have not been successful. Cllr Twyman reported that Mr Matt Collins at the meeting on 24 April 2017 mentioned that some land might be available in the village and he was going to investigate this further. The Parish Council is not aware of any land available in the village that could be used and is therefore unable to assist with this suggestion.

(iii) Cllr Twyman reported that the School has previously had plans drawn up and an estimate given of £27,000 a couple of years ago to complete the conservatory room project. With inflation, this is likely to be closer to £30,000 in total. The Clerk advised that it was not in the Parish Council's remit to donate a large sum of money raised via the parish precept to this project as it would not benefit the community as a whole and would be difficult to justify as a result. The Parish Council resolved not to proceed with this suggestion.

(iv) The Parish Council discussed possible fundraising options and agreed with County Cllr Northey's suggestion of running joint fundraising initiatives in the future, for example a joint summer fete or Remembrance Day event. Cllr Lodge reported that the Village Hall Committee at their last meeting voted to offer assistance for fundraising events and the Chairman would be contacting Mrs Campling in due course to discuss suggestions. The possibility of the Playing Field Committee running joint events, for example the Classic Car Show, was also discussed.

(v) Cllr Twyman reported Mrs Campling is looking for volunteers to manually assist with making improvements to the patio. The Parish Council do not have a group of volunteers it can call upon to assist with manual labour. The Parish Council decided to suggest to the School that they advertise "working days" in Church and Village to canvas for volunteers and also send letters home in book bags to get more parents on board. Mrs Campling reported at the meeting on 24 April 2017 that only three parents had signed up to volunteer so far.

The Clerk was asked to send a letter to Mrs Campling outlining the discussions and suggestions raised.

10. **CANTERBURY CITY COUNCIL COMMUNITY GOVERNANCE REVIEW**

Canterbury City Council is preparing to carry out a Community Governance Review which will look at whether current parish council arrangements are the most efficient for the communities they serve. The review will look at the possibility of changing parish boundaries, changing the number of parish councillors or merging councils, and abolishing or creating new parish or town councils.

The review has been instigated due to the Government's proposals to stop all funding to local authorities in 2020. This will mean a review of the services that Canterbury City Council and

Kent County Council provide with the possibility of parish and town councils taking on more roles.

The review is due to formally start in July 2017 and Cllr Treacher and the Clerk are due to attend a meeting on Monday 26 June 2017 where more details will be provided.

11. **VILLAGE MOWER**

Cllr Twyman reported that the engine on the second hand village mower has failed after two years of service. In the interim, Cllr Twyman contacted Cllr Bradford to mow the village green to keep the grass under control and proposed that Cllr Bradford continue to mow the village green as and when required at a cost of £15.00 an hour. The Parish Council unanimously agreed with the proposal.

The Clerk was asked to write a letter to Liz Jones who volunteered to cut the village green to thank her for her commitment and many years of service.

12. **CLLRS' REPORTS**

Tree Representative

TRE/17/00238 – St Andrew's Church

The Parish Council has no objection to pollarding an avenue of limes to previous pollard points.

The Clerk reported that she had received an enquiry from a resident regarding a hawthorn hedge overhanging a footpath in Wickhambreaux appearing to belong to The Stone House. Cllr Wright reported that she had inspected the hedge and overhanging trees last autumn and spoke with the owners who agreed to cut the trees back. At the time, there was sufficient room to pass on the pavement even with the hedge growing past the boundary fence. Cllr Bradford reported that he had seen gardeners at the property earlier today (Tuesday 20 June 2017) and believed that the hedge had now been cut back. Cllr Wright agreed to inspect the hedge and speak to the owners if necessary.

Law and Order

Cllr Lodge reported that a shed in Spicers Place was broken into between 12am and 7.30am on 28/29 May 2017 where tools and garden equipment were stolen. Cllr Lodge has previously encouraged all residents to purchase a lock and/or an alarm for sheds and other outbuildings to secure belongings. Cllr Lodge also reported that the Police Open Day is being held on Sunday 02 July 2017.

KALC

Cllr Treacher reported that the next KALC meeting is due to be held on the same night as the next Parish Council meeting (Tuesday 18 July 2017) and requested that the parish meeting date be changed to allow him to attend as the main point of discussion is likely to be the Community Governance Review. The Parish Council agreed to change the date to Monday 17 July 2017.

RAMP

Cllr Treacher reported that the latest draft of the Parish Charter did not get supported whole-heartedly at the last RAMP meeting due to a number of parish councils present objecting. It was voted that the current draft (second revision) be adopted as an interim Parish Charter before a formal agreement can be reached and that it should be further develop as part of the Community Governance Review.

Village Hall Committee

Cllr Lodge reported that Tracey Harris has been nominated as website liaison with the Clerk to ensure that the new "Village Hall" page on the Parish Council website it kept up to date. Cllr Lodge also reported that Cathy Hayward, Treasurer, will be looking at setting up internet banking to make financial matters easier.

Cllr Lodge reported that the Committee voted to increase the cost of hire to £35.00 for up to three hours and £70.00 if over six hours. Regular users of the hall will be charged £20.00 for up to three hours. The Committee also decided to sell the red curtains as they cost a large amount of money to clean and became dusty very quickly.

Cllr Lodge also reported that the Committee are wanting to hold a number of fundraising events throughout the year to get more residents using the Village Hall, with suggestions such as a film show evening and a Christmas themed evening in December. There is currently a wine and wisdom evening planned for Saturday 14 October 2017.

Cllr Lodge reported that the Committee decided to choose BT as the new wifi provider instead of Utilities Warehouse, although the quotations received were very similar. The Committee has asked that David Pierce be the nominated liaison member and the Parish Council agreed with this suggestion.

The vegetation behind the Village Hall requires cutting back. Cllr Bradford agreed to provide a quotation for the work and the Parish Council agreed to meet the cost.

Playing Field Committee
Cllr Rees reported that the Classic Car Show on Sunday 21st May, a joint event with St Andrew's church incorporating their bi-annual fete, was a great success.

The Frank Montgomery Playing Field Committee and The Church Committee would like to say a heartfelt thank you to each and every one from the local community and beyond. They were humbled by the support received, time is so precious yet so many gave up so much to help raise money for two great village assets. The Committees would like to thank the generosity of everyone for their donations and the local businesses for the wonderful raffle prizes which were outstanding. The event was blessed with fantastic weather, almost 100 cars, some bikes, the miniature railway and of course numerous stalls. The atmosphere was lovely with over 550 visitors and it was described as 'the best community event in the village for 25 years'. Lastly the Committees would like to thank local residents for their co-operation and support in relation to parking and the traffic control.

The total raised was a breath-taking £5,372.63. The Committees would like to thank all those that supported this fundraising event.

The only accident that needed to be recorded was involving Cllr Rees and a broken fibula. Cllr Rees would like to thank all the Parish Council and Clerk for the lovely flowers and card.

On a personal note, Cllr Rees would like to say an enormous thank you to all the Frank Montgomery Playing Field Committee, The St Andrew's Church Committee and all the extra helpers.

The Helpers were; in no particular order (apologies if anyone has been missed) – Cllr Lodge, Peter Terrill, Sue Teriil, Cllr Treacher, Ros Treacher, Cllr Twyman, Maggie Twyman, Cllr Wright, Brian Pollett, Cllr Bradford, Daisy Bradford, Isaac Bradford, Steve Rees, Sian Rees, Cathleen Rees, Charles Rees, Marina Dunlop, Fin Dunlop, Charlotte Stewart, Eoin Stewart, Laura Downs, Simon Downs, Charlie Downs, Angela Maynard, Julian Maynard, Richard Vale, Patsy Barrett, Cathy Hayward, Geordie Hayward, Caroline Kelsey, Gilly Mcbeth, Julie Ovenden, David Burton, Tina Burton, David Sayner, Elisa Morse, Dan Morse, Claire Holdstock, Christine Le Jeune, Tim Butler, Tania Butler, Lucy Butler, Sarah Barnes, Harriet Barnes, Jess Barnes, Liz Jones, Nigel Jones, Laura Harper-Cox, Michael Keeler-Walker, Sam Keeler-Walker, Paul Kelsey, John Cotton, Mark Perkins, James Holdstock, Peter Kajtar, Brian Maxsted , Malcolm Withers, Roger Bodimead, Kat Gower. Roy Newing and Paul Villers and Denise Villers.

The Gross Total was £6,442.89 and the Net Total £5,372.63 which, when divided, raises £2,686.31 to both the Frank Montgomery Playing Field and St Andrew's Church. The Playing Field's share will go towards developing the nature area within the playing field.

The bank balance is currently £3,121.72 which still includes the allocated £330 for the picnic bench. At the next Committee meeting, Cllr Rees will suggest that two benches and security fixings are ordered.

Lastly, on Thursday 01 June Cllr Twyman, Cllr Lodge and Cllr Rees attended the Four Villages Shop and Post Office AGM at Littlebourne which gave them the opportunity to show photos and thank the committee for the £330 received for one circular picnic bench.

Cllr Lodge is researching and ordering a bench as well as busily planning the nature area.

Cllr Lodge reported that she had been unable to arrange a date that all members of the Playing Field Committee could attend to hold the AGM. Cllr Treacher confirmed that, as part of the trust documents, the AGM will need to be publicised for 21 days before the date of the meeting. Cllr Rees agreed to assist Cllr Lodge in organising a date.

Cllr Twyman wished to thank Cllr Rees on behalf of the Parish Council for organising the Classic Car Show and to wish her a speedy recover.

Cllr Treacher reported that a number of exhibitors wished to leave the event early and suggested free raffle entries for a draw every hour and/or a vote for the best turned out vehicle to be announced at the end of the event may help keep exhibitors engaged for future events. Cllr Rees thanked Cllr Treacher for the suggestions and said she would raise this at a de-brief meeting for consideration.

Cllr Wright reported that a number of parents were commenting that the exhaust fumes from the ice cream van were blowing in the direction of children using the play equipment and suggested siting it in a different location for next time. Cllr Rees reported that last year the ice cream van had been placed at the opposite end but then the exhaust fumes were directed towards the main seating area. Cllr Bradford reported that the ice cream van is a vintage vehicle so unfortunately has to keep its engine running for the duration of the event, unlike modern ice cream vans which can run off batteries. Cllr Wright suggested that the ice cream van be moved next to the fence by the lane so the exhaust fumes will be directed at the lane where people will not be congregating. Cllr Rees thanked Cllr Wright for the suggestion and said she would raise this at a de-brief meeting for consideration.

Village Greens
Cllr Bradford reported that Mat Mackay is looking into another damaged post on the main path outside the Church.

Cllr Rees reported that the replacement inner board for the noticeboard has been delivered and will be fitted shortly.

The Clerk reported that she had received an email from a resident enquiring about the lack of flowers in the planters on the bridge and whether they can be planted up in time for the Open Gardens event on Sunday 25 June 2017. Cllr Bradford reported that the planters have spring bulbs planted at the moment and cannot fit any more flowers in. Cllr Bradford suggested that three additional planters be purchased to interchange with the three currently in place with summer flowers planted. Cllr Wright reported that she believed the planters are fixed on the bridge and could not be moved.

Cllr Treacher offered to temporarily donate some flower pots in full bloom to put next to the planters for the Open Gardens weekend. Cllr Treacher suggested that management of the planters should be offered to the Garden Society with all expenses paid by the Parish Council. The Parish Council unanimously supported the suggestion and it was agreed to approach the Garden Society to ascertain whether they would be interested.

Cllr Bradford offered to add the cutting of the grass verge in front of The Old Rectory, owned by The Old Rectory but with Kent Highways claiming rights to the land, to the village green cutting schedule as it is not currently being maintained. The Parish Council agreed with this suggestion and Cllr Bradford agreed to liaise with the owners.

Flood Protection
Cllr Treacher reported that the Little Stour is not looking healthy; there are no river weeds growing and a large amount of silt and mud has gathered. Cllr Bradford reported he had seen Environment Agency representatives surveying different areas of the river recently which may suggest they have concerns about the condition of the river.

Cllr Lodge reported that the well at Kingsley, a well still used by its residents to collect water as they are not connected to the mains, has dried up for the first time. The well normally has 10ft of water, which dropped down to 8ft during 1976, but has now completely dried up.

13. **FINANCE**

The expenditure totalling £998.26 was authorised, made up of:

- Lionel Robbins – Internal Auditing Services for 2016-2017 - £50.00
- Information Commissioner (ICO) – Data Protection Registration Renewal - £35.00
- Majestic Garden Care – Playing Field maintenance - £80.00
- KALC – New Councillor Training Course - £72.00
- Chenice Sparkes – Reimbursement for KALC Community ward frames - £27.75
- Chenice Sparkes – Clerk Salary June 2017 - £220.36
- HMRC – Employee and PAYE June 2017 - £50.40
- Zurich Municipal – Parish Council Insurance 2017-2018 - £390.81
- KALC – New pedi-pads for defibrillator - £71.94

The Clerk reported that Internal Auditor Lionel Robbins had submitted his reported following his auditing of the accounts. Mr Robbins reported that he found all the financial records to be accurate and up to date and there were no unexplained entries in the bank reconciliations.

Mr Robbins recommended that in future the Parish Council formally resolves to set its precept (as a sum of money) and minute its decision. Although the minutes record the precept level set, it does not show this as a formal decision. The Parish Council resolved to follow the recommendation in future.

14. **CLERK REPORT AND CORRESPONDENCE**

(i) Open Spaces Society magazine was received

(ii) The Clerk reported she had received an email from a resident asking if the Parish Council were aware of the security fences that are being installed to either side of the footpath at Seaton Lakes. The lakes in question do not fall within Wickhambreaux parish so if any formal application has been submitted, Wickhambreaux would not be consulted. The Clerk was asked to suggest to the resident that they approach Ickham Parish Council who may have been consulted on the fences.

(iii) Nominations for the Lord Mayor's Award 2017 are now open. The award is to recognise individuals in the community who work quietly behind the scenes to help others and who are often overlooked as they do not seek publicity or thanks for their efforts. Councillors

were asked to think of nominations and send them to the Clerk in time for the deadline of 14 July 2017.

15. **ANY OTHER BUSINESS**

(i) Cllr Holland reported that a resident in Stodmarsh had approached her to ask whether it would be possible to make Stodmarsh 20mph instead of the current national speed limit. Cllr Twyman reported that the A257 group is currently campaigning to have all rural villages around the A257 (including Stodmarsh) to have their speed limits cut to 20mph. Cllr Twyman warned that it will be a long process if successful but that efforts are underway to lower the speed limit.

The meeting closed at 10.00pm

Signed……..... (Chairman)

Date…….....