WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2017

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

City Cllr Stuart Walker

Miss Chenice Sparkes, Clerk to the Council

4 Members of the Public

1. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**
Cllr Treacher welcomed everyone to the meeting and wished to thank Cllr Twyman for standing in as Chairman for the last six months while the Code of Conduct complaint was being considered. The Monitoring Officer at Canterbury City Council confirmed in August that the matter has been considered and, following this and in consultation with the Independent Person, there has been no finding of fault against Cllr Treacher.

2. **DECLARATIONS OF INTEREST**
None.

3. **MINUTES OF THE MEETING HELD ON 17 JULY 2017**
The Minutes were accepted as a true record of the meeting.

4. **INFORMATION FROM MATTERS ARISING**
4(10,iv) Cllr Twyman reported that Jill Thomas, Chairman of the Nailbourne Flood Group, has emailed Michael Northey to appeal Kent County Council's decision not to take the group's complaint regarding the Joint Transportation Board any further. Cllr Twyman wished to express his disappointment that County Cllr Northey has sent no response.
Adjournment) Cllr Twyman reported that a meeting took place on 04 September 2017 with Mrs Ann Campling, Mr Matt Collins, Mr Peter Terrill and Cllr Twyman regarding Mrs Campling's concerns over the accuracy of the Parish Council minutes of 16 May 2017. During discussions, no inaccuracies were highlighted and Mrs Campling was asked to put her concerns in writing for consideration.
In addition, Mr Collins confirmed that no further meetings had been held between the School, The Rose Inn and Green Light Taxi Company to discuss parking and traffic. The topic of acquiring additional land for the School to use was raised and Mrs Campling requested Cllr Twyman write to a resident in the village to enquire whether any land would be available to use. Cllr Twyman agreed to write the letter, not in the capacity of the Parish Council but as an individual, to make enquiries on the School's behalf.
At the meeting it was also confirmed that pupil numbers have risen to 128 pupils. Cllr Twyman suggested that the School write to County Cllr Michael Northey and Kent County Council regarding obtaining additional funding to enable the School to build an extension to the building.
Cllr Twyman reiterated at the end of the meeting that the Parish Council will do all in their power to support the School and will always be available to listen and talk. Cllr Treacher wished to thank Cllr Twyman and Mr Terrill for attending the meeting.

ADJOURNMENT

Three residents wished to highlight to the Parish Council the level of noise disturbance to residents boarding the playing field since the new play equipment has been installed. Audio recordings taken over the summer appear to indicate noise levels have reached 65 decibels which can be unbearable. The residents wished to express that they understand a certain level of noise is expected from the playing field but it is a few children who continuously scream while using the equipment that are causing the problem, especially when some users are visiting the field early in the morning or late in the evening.

The residents thanked Cllr Lodge and the Playing Field Committee for listening and their suggestion for installing signs outside the playing field encouraging users to be respectful of neighbouring residents and keep the noise down. Unfortunately these do not seem to be having the desired effect, especially as some children use the playing field unsupervised and don't read or act on the notices.

The residents reported that they do not feel comfortable confronting noisy families/children in the playing field, especially as one parent lined up their children by the fence who then screamed continuously for half an hour in response.

In addition, although the residents appreciate that the School using the playing field is going to attract some noise, the residents wished to highlight the School's encouragement of the children shouting "off, off, off" as they get off the zip wire seems unnecessary.

The residents expressed their disappoint at the lack of response to emails sent to the Playing Field Committee over the summer period but thanked Cllr Rees for attending the playing field when contacted directly. Cllr Rees wished to issue a formal apology on behalf of the Playing Field - due to the majority of members working at Wickhambreaux School, most of them were on holiday during the summer period and were not easy to contact. Cllr Rees reassured the residents that measures would be taken to ensure that this did not happen again. The residents were invited to attend the next Playing Field Committee meeting to discuss the noise complaints once a date has been agreed.

As a suggested solution to the problem, the residents proposed that an acoustic fence be installed along the back of the playing field. The residents understand that this will not stop noise completely, but reviews seem to suggest that noise levels can be reduced by up to 30 decibels which will bring noise levels to a more bearable level.

Cllr Treacher thanked the residents for bringing a suggestion forward but expressed concerns that the new fence may be used as goal posts. The residents responded that, although that is a possibility, the installation of proper goal posts could be considered if that happened.

Cllr Twyman suggested that the new PCSO, Gavin Dodwell, for the area should get involved. The residents reported that unfortunately PCSO's are not able to help as the users of the playing are not breaking the law. Cllr Lodge reported that she raised the issue with PCSO Dodwell on Saturday 16 September 2017 and he informed her that PCSO's could get involved after dark. Cllr Lodge also offered to contact the School to ask them to encourage quiet play which would hopefully have a knock on effect on the children using the playing field outside of school hours too.

Cllr Treacher proposed that the Playing Field Committee discuss the suggestion of installing acoustic fencing and obtain quotations. The Parish Council unanimously agreed with this suggestion and Cllr Rees agreed to contact the residents to inform of them of the next Playing Field Committee meeting once a date has been set.

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

City Cllr Stuart Walker

City Cllr Walker reported that at the last Rural Area Member Panel (RAMP) meeting, it was agreed to offer funding to parish councils for equipment to help towards litter picking, graffiti removal and fly tipping. There are some covert cameras available to use and Cllr Walker agreed to find out how many would be available to use. Cllr Twyman reported that the cameras normally have a battery life of five days before the batteries need changing. Cllr Treacher proposed that a councillor volunteer to take the lead on litter and apply for funding on the Parish Council's behalf. Cllr Bradford volunteered to take on the role which was unanimously supported.

PSCO Dodwell and Mullins

Between 01 August and 31 August 2017, there has been one crime report incident in the parish involving a burglary in Stodmarsh. An abandoned vehicle in Stodmarsh was also reported to the Police in addition to a suspect male in Wickhambreaux.

Canterbury Police is appealing to all residents to ensure that they keep their homes safe by keeping front patio and back doors closed or locked when elsewhere in the house or garden, and also by ensuring that all windows and external doors are locked at night or when out of the house.

6. **HIGHWAYS**

(i) Cllr Treacher reported that UK Power Networks have been progressing with the excavation work to make connections to the new electricity sub-station located behind Spicers Place. UK Power Networks have been excavating on the Village Green but the Parish Council was not informed in advance the date that these works were to take place. UK Power Networks are still undecided how to complete the connection and are currently investigating laying their connections under the bridge.

(ii) Cllr Twyman reported that Grove Road between Grove Ferry Road and Stodmarsh Road has been resurfaced.

(iii) Cllr Lodge reported that there are a number of pot holes on both sides of Grove Ferry Bridge. The Clerk was asked to report this to Kent Highways.

(iv) The Clerk reported that a Highways Seminar is being held on 17 October 2017 at the Ramada Hotel in Dover. Cllr Twyman expressed an interest in attending but could not confirm whether it would be possible to attend until closer to the time due to work commitments.

(v) Cllr Holland reported that the phone box in Stodmarsh has been renovated and repainted by two volunteers in Stodmarsh.

7. **PLANNING**

Cllr Wright reported on the following planning applications:

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

Canterbury City Council has granted the application for fifteen replacement double glazed windows from timber to timber at the front of the property and upvc to the rear of the property.

CA/17/01799/FUL – Kelsey Farms, Grove Road

Cllr Wright reported that the proposed single storey agricultural building following the demolition of existing polytunnels would not be seen from the road but will be seen in views from the nearby footpath. The Parish Council has no objections.

CA/17/01904/VAR – Quaives Farm, Grove Road

Cllr Wright reported that this application is to vary a condition imposed on planning consent CA/09/00931/FUL that requested the removal of covers on the polytunnels. This application is requesting the retention of covers on the two central blocks of polytunnels on the site, which can't be seen from the road but will be seen in views from the nearby footpath. The Parish Council has no objections.

CA/17/01930/FUL and CA/17/01931/LB – Oast House, The Street
Cllr Wright reported that the proposed single storey rear extension won't be seen from the road, being located to the rear and near the track, and does not appear to impact on any of the immediate neighbours. The Parish Council has no objections.

8. **MANAGEMENT OF PLANTERS ON THE BRIDGE**
The Clerk reported that she sent a letter to Dick Bolton of the Garden Society to ask whether they would be interested in managing the planters on the bridge but had not received a response. Cllr Bradford volunteered to speak with Mr Bolton before the next meeting to check whether he had received the letter and to enquire whether the Society would like to manage the planters.
Cllr Wright wanted to thank an anonymous individual/s in the village who have planted up the planters on the bridge for the summer.

9. **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.

Cllr Treacher reported that the deadline for the first stage of comments is 08 October 2017, with the first draft proposals due out for consultation in January 2018 until March 2018. Decisions will then be in July 2018 made based on the consultation feedback and these will be implemented in time for the Parish Council elections in May 2019.

Cllr Treacher expressed the need to participate, even if all councillors are happy with the current arrangement. Cllr Wright enquired what repercussions there would be on the Parish Council assets, like the playing field, should the Parish Council get abolished. Cllr Treacher responded that there would still be a parish council in charge of the area, whether merged with a neighbouring parish or a completely new one formed, which would then take on the responsibility of the assets.

Cllr Rees reported that some residents have approached her in Seaton, on the border between Wickhambreaux and Ickham, who have said they identify more with Wickhambreaux than Ickham. Cllr Wright questioned whether the residents are aware they would be paying slightly more Council Tax than they do currently in Ickham. Cllr Treacher reported that it is not in the Parish Council's remit to consult local residents and to look into the legalities and practicalities of any proposed changes, Canterbury City Council are undertaking this role. Cllr Treacher suggested to Cllr Rees that she speak to the residents and ask them to respond as individuals to the consultation if they wish to move the parish boundary to include their property.

Cllr Rees reported that the Playing Field Committee had discussed the Parish Council's suggestion of moving the Frank Montgomery Playing Field from Ickham to Wickhambreaux and the Committee unanimously supported the proposal. Cllr Treacher encouraged the Playing Field Committee to respond as a separate group to the Parish Council with its views.

Cllr Treacher reported that Canterbury City Council has not arranged any facilities for Parish Council's to talk with each other about proposed changes. KALC are arranging a workshop on Tuesday 26 September 2018 where it may be possible to find out whether neighbouring parishes are thinking of suggesting any boundary changes or merges. The Parish Council voted all in favour to allow Cllr Treacher to attend meetings on the Parish Council's behalf regarding the Community Governance Review. The Clerk was asked to book Cllr Treacher in for a meeting with Canterbury City Council on Wednesday 11 October 2017.

10. **POSSIBLE CHANGE IN START TO PARISH COUNCIL MEETINGS**

The Parish Council agreed to trial starting meetings at 7pm starting from the next meeting. It was also agreed to change the meeting date to Wednesday 18 October 2017, if the Village Hall is available, to enable Cllr Treacher to attend the next KALC meeting.

11. **NOMINATIONS FOR THE LORD MAYOR'S AWARD**

City Cllr Walker explained that the Lord Mayor's Award involves the giving of a food hamper in December, either to people in need or as a thank you to residents who have gone above and beyond for their community. The Parish Council discussed possible nominations but there was a fear that the scheme is perceived to be for people in need and may be seen negatively by the recipients. The Parish Council voted three in favour and three against participating in the scheme. The Chairman had the deciding vote and voted against participating.

12. **CLLRS' REPORTS**

Tree Representative

Cllr Wright reported that the tree applications for 5 Grove Road and The White House in Wickham Road were passed with no objection from Canterbury City Council. Cllr Wright expressed that she was concerned with the speed in which these applications were decided – the normal consultation period is six weeks but in the case of 5 Grove Road, a decision was issued five days later. Aidan Potts from Streetscene appears to be Canterbury City Council's consultee on tree applications but has declined to discuss applications with anyone but the Planning Officer assigned to the application. City Cllr Walker agreed to follow up on why applications are being decided before the end of the six week consultation period.

Cllr Wright wished to thank Kent County Council for promptly dealing with a dangerous overhanging tree branch within two hours of it being reported. Any residents wishing to report overhanging tree branches on the public highway are encouraged to call Kent County Council's Highways and Vegetation Team. Cllr Wright also wished to thank Cllr Bradford to managing the watering of saplings over the summer break in her absence.

Cllr Wright reported that two of the willow trees used for cricket bats seem to be dangerously positioned near the highway. Cllr Wright and Cllr Twyman agreed to contact the owner to discuss this matter with him.

Law and Order

Cllr Lodge reported that the Nailbourne area has been assigned two new PCSO's – Gavin Dodwell and Nathan Mullins. PCSO Dodwell used to assist PCSO Williams in the past and is familiar with the area. Cllr Lodge reported that both PCSOs attended the School summer fete to introduce themselves and have been in to the School to speak with staff. Dates for the remaining Parish Council meetings this year have been passed across and it is hoped that they will attend a meeting in the near future.

KALC

Cllr Treacher reported that the next KALC meeting is Tuesday 26 September 2017.

RAMP

Cllr Treacher reported that the last meeting was held yesterday (Monday 18 September) and the emphasis of the discussions was on the subject of litter, especially ways in which Canterbury City Council can assist local communities with litter problems and fly tipping. City Cllr Walker reported that Ben Fitter-Harding has been nominated as the liaison officer for parish councils so any issues of fly tipping can be reported straight to him and he will arrange for waste to be cleared. He will also be able to answer any queries or questions surrounding the possibility of obtaining funding to assist with litter picks, etc.

Village Hall Committee
Cllr Lodge reported that the exterior of the Village Hall has now been painted but it has been highlighted that a number of the window frames are in poor condition, with an estimated two years life maximum remaining before they will require replacing. Quotations will be obtained for their replacement. A quotation has been obtained for changing all of the lights to LEDs amounting to £1,120 but further quotations will be obtained before a decision is made.

Cllr Lodge also reported that the kitchen has undergone a deep clean and all the cupboards have been fitted with locks. Cllr Lodge wished to thank Cllr Bradford for clearing back the vegetation around the Village Hall.

Cllr Lodge reported that the wifi has been installed but is currently not connected as BT are having difficulty providing the connection to a non-residential address. This is due to be resolved week commencing 25 September 2017.

Cllr Lodge also reported that the Village Hall Committee held a meeting with Mrs Campling, Head Teacher at Wickhambreaux School, and a Service Level Agreement is in the process of being drawn up following those discussions.

Cllr Lodge reported that the Health and Safety File has been updated and the Fire Risk Assessment is in the process of being updated. A maintenance plan is being drawn up in preparation for the next meeting on 06 November 2017.

A new noticeboard has been purchased for the sum of £640.00, partially funded from the Four Villages Post Office and Shop award of £495.00.

A fundraising village event has been organised for Saturday 09 December 2017 from 10am-1pm with mulled wine and mince pies available.

The current bank account balance is £4250.97.

Playing Field Committee
Cllr Rees reported that the two circular wooden picnic benches have now been installed on the playing field, attached to the ground spikes with combination padlocks to make it easier to move them for maintenance or relocation in the future. The cost of the fixings, etc, came to £226.40 which is on tonight's agenda for reimbursement.

Cllr Rees reported that the Playing Field Committee AGM (Annual General Meeting) was held on Tuesday 18 July 2017 where Cllr Lodge was re-appointed as Chairman. Cllr Rees expressed that due to health reasons she stood down as Vice-Chairman, with Laura Downes taking her place. Cllr Rees remains the Parish Council representative on the committee and has agreed to continue to monitor the finances. Mrs Lisa Crosbie was co-opted onto the committee as the School representative.

The minutes from the AGM remain in draft form until they are approved at the next meeting, date to be determined.

Since the last Parish Council meeting, the School has been on summer holidays and unfortunately this has resulted in a number of communication issues as the majority of the Playing Field Committee members are connected to the school and have themselves been on holiday. This has meant that there were very little Committee members available to deal with issues that arose regarding the Playing Field during this time, letting down parishioners and reflecting badly on the Committee and the Parish Council. Cllr Rees wished to apologise on behalf of the Playing Field Committee to all the parishioners effected.

Over the six week holiday period, the Playing Field Committee received several complaints (in excess of 17 emails) of anti-social behaviour causing an adverse effect on neighbouring residents. Three sets of residents have contacted the Committee so far but there may be more that have not come forward. A Playing Field Committee meeting will be held in the near future to discuss these issues.

The current bank balance is £2,461.72.

Village Greens
Cllr Bradford reported that the two damaged posts have now been replaced but a third one has now broken. Upon inspection, it has been discovered that all the posts are failing and will need replacing in the near future. One quotation has been received amounting to £2800, including materials, for both Village Greens. Painting of the posts has not been included in the quotation. It was agreed to defer the decision until the next Parish Council meeting.

Cllr Rees reported that the replacement inner noticeboard has not been installed yet due to UK Power Networks working on the Village Green. Once the works have finished, this will be installed.

Cllr Treacher reported that The Rose Inn has suggested that, now the Village Green has been dug up, it may be beneficial to look into getting the Village Green levelled out.

13. **FINANCE**
The expenditure totalling £1310.02 was authorised, made up of:

- Playsafety Ltd – Annual play area inspections - £96.60
- Majestic Garden Care – Playing Field maintenance July 2017 - £80.00
- DM Payroll Services Ltd – Clerk Payroll Services April-September 2017 - £40.50
- Majestic Garden Care – Playing Field maintenance August 2017 - £40.00
- Cllr Rees – Reimbursement for security fixings for picnic tables - £226.40
- Mackay Fencing & Gardening – Replacement gate post - £110.00
- Mackay Fencing & Gardening – Replacement gate post (including hire) - £175.00
- Chenice Sparkes – Clerk salary August 2017 - £220.16
- HMRC – Employee and PAYE August 2017 - £50.60
- Chenice Sparkes – Clerk salary September 2017 - £220.36
- HMRC – Employee and PAYE September 2017 - £50.40

14. **CLERK REPORT AND CORRESPONDENCE**

(i) The Clerk reported that an email was received from a resident wanting an update on the parking situation in The Street and also enquiring whether there are any regulations governing the leaving of bins on the highway. The Clerk responded reiterating that the Parish Council have no powers when it comes to parking and updated them on the working group set up between the School, the Rose Inn and the Green Light Taxi Company. With regards to the leaving of bins on the highway, the Clerk encouraged the resident to contact Canterbury City Council for clarification.

(ii) Cllr Treacher asked councillors how much correspondence between meetings they would like sent onto them. Councillors felt that, if an issue arises that may impact on the wider village and may result in residents approaching councillors for clarification, it would be beneficial to receive correspondence to ensure all councillors are providing the same information to parishioners

The meeting closed at 9.20pm

Signed……..... (Chairman)

Date…….....