WICKHAMBREAUX PARISH COUNCIL
MINUTES OF THE MEETING HELD AT 7.30PM ON 17 JULY 2018
AT WICKHAMBREAUX VILLAGE HALL, THE STREET, WICKHAMBREAUX CT3 1RJ

Present: Parish Cllr Robin Treacher
Parish Cllr Martin Twyman
Parish Cllr Faith Wright
Parish Cllr Caroline Rees
Parish Cllr Linda Lodge

County Cllr Michael Northey

Miss Chenice Sparkes, Clerk to the Council

6 Members of the Public

1. **CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**
Cllr Treacher welcomed everyone to the meeting. Apologies for absence were received and accepted from Cllr Catherine Holland (Holiday) and City Cllr Stuart Walker (Work Commitments).

2. **DECLARATIONS OF INTEREST**
Cllr Twyman declared an interest in planning application CA//18/0102/FUL for Land to the west of Newborn Farm as father of the applicant, and Cllr Wright declared an interest in planning application CA//18/01370/FUL for Twnings as a neighbour.

3. **NOMINATIONS FOR PARISH COUNCILLOR VACANCY**
Cllr Rees reported that Pat Moon would like to be considered for the role of Parish Councillor but unfortunately could not attend the meeting due to other commitments. Cllr Rees agreed to invite Ms Moon to the next meeting on 18 September 2018 to be considered for co-option.

4. **MINUTES OF THE MEETING HELD ON 13 JUNE 2018**
The Minutes were accepted as a true record of the meeting.

5. **INFORMATION FROM MATTERS ARISING**
5 (6 iv) Cllr Treacher reported that Hazel Walters from Kent County Council has confirmed that the works to the corner of Spicers Place will include kerb line improvements, dropped kerbs to either side, reseeding the verge when all reinstated and the installation of the white posts (not including purchasing the posts). Cllr Rees reported that she will be obtaining the posts in preparation for the works and these will be made available to the contractor when required.
A resident enquired whether Kent County Council will be cutting back the overgrown vegetation in the general area as part of these works. Cllr Treacher reported that the vegetation is on private property and Kent County Council has requested the owners of the property cut this back in line with highway guidelines.
6(iv) Cllr Lodge reported that the multiple pot holes on Grove Ferry Bridge have not been repaired. The Clerk agreed to chase Kent Highways.
6(v) Cllr Twyman reported that the signpost at Sandpits was repaired but has since been broken again. The Clerk was asked to report this to Kent Highways.

ADJOURNMENT
WWII Pill Box
Two members of the public wished to discuss the recent graffiti on the WWII pill box and the rubbish left around the site. Cllr Treacher explained that the pill box was recently restored by the Four Villages' Conservation Society and is located in the corner of a field owned by Cllr Twyman.

Recently the pill box has been subject to graffiti and other damage as well as rubbish being left around the site. A member of the public confirmed this was reported to Canterbury City Council who have instructed the Environment team to inspect the site. Cllr Twyman reported that a representative attended this afternoon (17 July 2018) to take some photographs and confirmed that they would be recommending the site for cleaning, although no timescale for this to be undertaken was given. The representative seemed confident that the graffiti could be completely removed. A member of the public suggested that the Conservation Society look into using anti-graffiti paint to prevent this happening again.

Cllr Wright reported that she has spotted a number of people loitering around the pill box drinking alcohol. Cllr Twyman confirmed he has also witnessed people drinking alcohol and on one occasion asked some people to move on who headed in the direction of a local farm. Cllr Twyman reported he has since spoken with the local farm in question who have agreed to speak to all their staff and have since cleared the majority of the alcoholic bottles and cans left on the site. In future, the farm owner has agreed to assist should the problems continue. Cllr Twyman confirmed that the remaining bottles and cans have since been cleared away by himself.

The Conservation Society may look into the possibility of installing a metal grille at the entrance to prevent people from being able to access the inside. This will not stop people using the roof as a "sun spot" in the good weather but this will hopefully deter graffiti and other anti-social behaviour.

CA//18/00387/FUL – Little Puxton Farm, Stodmarsh
The owners of Little Puxton Farm in Stodmarsh wished to address the Parish Council on their current planning application for a proposed replacement dwelling. They explained they currently live in Canterbury at the moment but wish to move to Stodmarsh with their children, but the property is not currently able to meet their needs.

The owners have been liaising with Canterbury City Council through the Pre-Application Advice process and have submitted an application in line with the advice received. The size of the dwelling is slightly larger than would be permitted under Permitted Development Rights, as is the size of the proposed garage except the garage would have to be slightly lower under Permitted Development Rights. The proposed replacement dwelling has been turned to allow more natural light to enter to property and to make better use of the site.

Heritage England has inspected the property and confirmed they do not wish to consider the property for Listing, and the undergrowth which has recently been cleared was undertaken by UK Power Networks to lay underground cables.

Cllr Wright explained that the Parish Council is only a consultee and has no power over the final decision made by Canterbury City Council. Cllr Wright thanked the owners for explaining the rationale behind the proposals but that the Parish Council still had concerns on the potential impact on the adjacent Grade II Listed property, Greater Puxton, the size of the proposed two storey garage block and the proposed landscaping works.

6. **REPORTS FROM COUNTY AND CITY COUNCILLORS**
County Cllr Northey reported that the deadline for comments for the Kent County Council "Big Conversation" public consultation on the future of rural transport provision is 08 August 2018. 97% of bus journeys in Kent are run on a purely commercial basis, with over 50 operators covering 600 services. Kent County Council has over the last 30 years funded some uneconomic routes to help rural communities, with last year about £5.8 million spent. However this figure will become unsustainable at this level and Kent County Council is consulting the public for thoughts on alternative provision. County Cllr Northey also reported that the consultation on solutions to Operation Stack ends on 22 July 2018

County Cllr Northey also reported that Kent County Council has allocated an additional £2 million to be used towards pot hole repairs, bringing the total to £10 million for financial year 2018-2019. To the week ending Friday 13 July 2018, in the Canterbury District 74 potholes were repaired. Since 01 March 2018, the cumulative total for the Canterbury District totalled 6100 potholes and Kent wide for the same period, 44,985 potholes were filled. Total cost so far out of the £10 million budget is £4,245,407. The number of pot holes reported since the last meeting has fallen to the expected levels for this time of year.

The Hill in Littlebourne is due to undergo road resurfacing works from Newing Close on 20 July 2018 for one day between 9.30am to 3.30pm.

Cllr Treacher enquired whether County Cllr Northey was aware if Wickhambreaux Primary School has commenced the Construction Management Strategy, as this needs to be approved before works start on site. County Cllr Northey reported that he would not expect the Construction Management Strategy to be submitted prior to a contractor being appointed but agreed to make some enquiries. Cllr Treacher reiterated the Parish Council's offer of assistance to the School with the Construction Management Strategy.

Cllr Treacher also reported that Littlebourne Parish Council are putting pressure on the new developers in Littlebourne for the 106 money to be re-allocated to Littlebourne following a meeting on Monday 09 July 2018. County Cllr Northey reiterated that he had sought legal advice and it was not possible to get the money reallocated to another school, it would have to be reallocated to another project completely e.g. road improvements.

7. **HIGHWAYS**

(i) Cllr Twyman reported that the new developers for 87 dwellings in Littlebourne are proposing to put in an additional planning application to demolish two properties, which have been vacant for some time, to make an entrance road into the proposed development. County Cllr Northey reported that the proposed works at The Hill in Littlebourne would still go ahead despite this future planning application.

(ii) Cllr Twyman reported that the meeting where the improvements to the A257 will be discussed has been moved from Saturday 15 September to Friday 28 September 2018 to allow for MP's with surgeries on Saturdays to attend. Cllr Twyman also reported that the A257 group has enquired whether parish councils would be prepared to pay between £50.00 and £100.00 to cover the cost of printing and presenting the reports for the meeting. The Parish Council unanimously agreed to assist with funding if necessary.
County Cllr Northey reported that he will be meeting Kim Tatman, Highways Officer for Ickham, where this subject will be discussed, and where he will suggest the A257 group approach Alan Marsh, Chair of the Transportation Board, for funding.

8. **PLANNING**

CA//18/01202/FUL – Land to the west of Newborn Farm, Grove

Cllr Twyman left the meeting for the duration of the discussions and vote.

Cllr Wright explained that the application is very similar to the previous application, which was refused by Canterbury City Council on the grounds that the proposal would result in an unsustainable form of development in a rural location which would be detrimental to the character and appearance of the rural environment. Canterbury City Council also sited insufficient ecological and flooding information as reasons for refusal.

The latest application has included the required ecological and flooding information and has diversified the application so the proposed two holiday let log cabins will be available for hire all year round, as opposed to the previously proposed April to November.

Cllr Wright reported that she has spoken with the Case Officer who does not feel that the applicant has adequately demonstrated that the harm to the character and appearance of the rural environment will be outweighed by the environmental diversification or contribution to the local economy. However, the Parish Council has no objections to the proposed holiday lets.

CA//18/00387/FUL – Little Puxton Farm, Puxton Farm Road, Stodmarsh
Please read the "Adjournment" section above for a summary of discussions

CA//18/01370/FUL – Twynings, The List
Cllr Wright advised the Parish Council that the proposals are for a slightly larger replacement garage with a pitched roof but did not participate in the vote.

The Parish Council has no objections to the proposed single storey garage following demolition of the existing garage.

CA/18/00685/FUL and CA/18/0686/LB – The Rose Inn, The Green
Cllr Wright reported that she has spoken with the Case Officer who has informed her the Heritage Officer still has some concerns over the design of the roof. However, the Planning Officer feels that the less than substantial harm proposed is outweighed by the positive economic benefits and will likely write up the application for approval.

CA//18/00315/FUL and CA//18/00316/LB – Undertrees Farm Barn, Stodmarsh
Canterbury City Council has granted the proposed conversion of a Grade II listed barn to residential dwelling.

Cllr Wright reported that she attended a planning training event on Thursday 05 July 2018 in Littlebourne Village Hall hosted by Simon Thomas, Head of Planning at Canterbury City Council. The event was for parishes in the Nailbourne and Little Stour and Adisham Districts, and explained the internal structure of the planning department as well as advice on submitting responses to planning applications.

The Clerk was asked to write to City Cllr Stuart Walker to inform him that the Parish Council found this event useful and hopes to see this implemented to a wider area of parishes and become more routine.

9. **REMEMBERANCE BEACON 2018**
Cllr Wright and Cllr Lodge reported that they met with Mrs Campling to discuss involving Wickhambreaux School children in the commemorations. Mrs Campling reported that the School have their own commemorations planned for Friday 09 November 2018 and have a production at Dover Castle from 08-11th November 2018.

The children are keen to get involved and Mrs Campling suggested that the children produce some war poetry, pictures and knit poppies for decoration of the Church and those not involved in the production could do some readings. Mrs Campling suggested that the Parish Council liaise with Mick Beard at the School to finalise the arrangements.

Cllr Lodge reported that she is investigating getting local children who play brass instruments to play The Last Post and is looking to obtain four cast iron poppies, one for each corner of the war memorial. Barbara Hunt from the Royal British Legion has offered to obtain some large poppies to place on the railings and to obtain a new set of WWI crosses with the names of the fallen on. It is hoped to get 10 children from the village to read about the 10 men who lost their lives during the war.

Cllr Lodge also reported that she has approached her sister who works in the archives in Woking to see whether she can gather any more information on the 10 men who lost their lives during WWI. Cllr Twyman reported that he has approached the two oldest servicemen in the village to enquire whether they would be interested in participating in the commemorations.

The Clerk reported that there has been no further news on obtaining the 10 Perspex solider cut outs, and Cllr Rees confirmed solar lights are unlikely to have absorbed enough sunlight to provide adequate light to light the path. Cllr Rees suggested that the Christmas lights be used along the railings instead to mark the path.

10. **WWII PILL BOX**
Please read the "Adjournment" section above for a summary of discussions.

11. **CLLRS' REPORTS**

Tree Representative

The Parish Council has no objection to the felling of a horse chestnut tree and its replacement with two lime trees. Cllr Wright reported that Aidan Potts at Canterbury City Council has no objections to the proposals but has commented that the lime tree replacements may cause problems in the future.

Cllr Wright reported that Mark Jones has provided a quotation of £288.00 (including VAT) to undertake a tree survey of all the trees in the village. The Parish Council unanimously agreed to proceed with the tree survey on this basis and Cllr Wright agreed to instruct Mark Jones.

Cllr Wright also reported that the Four Villages' Conservation Society has been liaising with David Carey, Kent Tree and Pond Warden Organiser, with regards to planting the trees in the village due to the size constraints of some of the proposed sites.

Law and Order

Cllr Lodge reported that the general advice being given by the Police is to be careful leaving windows and doors open in hot weather, especially when going out, as there have been a number of opportunist burglaries around the country.

KALC

Nothing to report as the KALC AGM was being held the same night as the Parish Council meeting and Cllrs Rees and Treacher therefore could not attend.

RAMP

Cllr Rees reported that the Parish Council's grant application for £295.00 for the electricity cabinet was formally approved at the meeting held on 25 June 2018.

Village Hall Committee

Cllr Lodge reported that Russ Jordan was unfortunately not able to attend the last Committee meeting held on 02 July 2018 due to work commitments, so Cathy Hayward stood in as Chairman for the meeting.

The Committee agreed that tasks need to be shared out more equally among members to ensure timely resolution. Cllr Lodge reported that Russ has had difficulties with the previous firm tasked with installing the projector and has found a better model sourced more locally. The Committee agreed that the decision to select the particular model suggested by Russ should be a full committee decision, rather than just one member, and an informal working party meeting is arranged for 30 July 2018.

Cllr Lodge reported that the overhead projector, hand dryers and LED lighting will be installed during the school holidays as it would not be safe for anybody to use the hall while the tower scaffolding is in place. The IT sessions will be arranged for the autumn once the projector has been installed.

Cllr Lodge also reported that the date for the Jazz evening has been changed to 29 September 2018 and the Wine & Wisdom date has been changed to 18 November 2018. The Committee agreed with Cllr Wright's previous suggestion of inviting volunteers in the village to the Christmas fundraiser on 08 December 2018, and the Committee will be nominating volunteers.

The Committee discussed a suggestion raised by a resident to change the grassy area in front of the village hall to a tarmacked parking area and unanimously agreed not to proceed with the change. This suggestion has been raised in the past and investigations into this determined that only one additional vehicle parking space would be gained due to the village hall fire regulations and also the loss of the spaces along the verge.

The Committee also wished to retain the grass area as a buffer between the hall and the road for safety reasons, particularly for the school children using the hall with vehicles reversing, but also as it is more aesthetically pleasing in the Conservation Area.

Cllr Lodge reported that there is currently £3899.82 in the bank account, which includes the school rent income and the insurance payment. Now that the smart electricity and gas meters have been installed, there should also be further savings on utility bills going forward. It was also agreed to look into potential costs for merging the village hall insurance and the Parish Council insurance as the renewal dates for both are June 2019.

Cllr Lodge reported that she and Cathy Hayward met with Sue Tucker from Red Zebra on 16 July 2018 at the village hall to obtain tailored fundraising advice. Sue Tucker was impressed with how well run the Committee is and how supportive the Parish Council is of the Committee. The next meeting with Sue Tucker has been arranged for 03 September 2018 where she will report back on insurance options and possible grants available.

Malcolm Withers has investigated applying for some funding from Viridor for replacement windows and the guidelines state that up to £3,000 can be awarded. Lisa Crosbie reported that it may be possible to increase the maximum award if a joint application with the school as a stakeholder is submitted.

Quotations need to be submitted as part of the application and Malcolm Withers has approached Canterbury City Council to enquire whether replacement windows would require planning permission. Canterbury City Council has confirmed that if the materials or style of window is changed, then planning permission will be required. The Council were not able to advise what type of windows should be used if any changes are to be made. Malcolm Withers is in the process of obtaining some quotations for Accoya timber windows, which have a 50 year life guarantee, and to investigate having the windows double glazed.

Cllr Lodge reported that the Committee agreed that the Parish Council could add the new electricity meter on the village green to the existing village hall account. The Parish Council would meet the up-front and ongoing costs associated with the new meter.

Cllr Lodge also reported that the cleaner has stuck black tape on various parts of the floor which he felt could be a potential trip hazard. On inspection, the flooring seems to be lifting slightly in places and Cathy Hayward is making some enquiries into getting the flooring repaired.

Playing Field Committee
Cllr Rees reported that a working party was held on 23 June 2018 with Julian Maynard with his digger to remove the last square of concrete, which was below a thin layer of soil where the grass was not growing.

Cllr Rees wished to thank Cllr Twyman for helping with his trailer and for allowing the waste concrete to be disposed of at his farm, and Mr Paul Kelsey who supplied a man and a dumper truck along with several loads of top soil. Cllr Rees also wished to thank Cllr Lodge and her husband Steve Rees for helping to load and unload the concrete, Julian Maynard for supplying the man and a digger and the Parish Council for paying for the bill.

The birds nest swing has had the metal ended legs exchanged for complete wooden legs, allowing the concrete better grip when the swing is in use. The actual nest was reinstated on 23 June 2018.

The zip wire was temporarily taken out of action on 30 June 2018 (by removing the swing to ensure that it is not used) due to the brake spring not working properly and not cushioning the stop of the ride due to wear and tear. A quote from NGF Play Ltd (the installing company) to attend and replace the spring as well as a service is £531.62 including VAT. The high cost is due mainly to travelling from Norfolk. Cllr Rees reported she is awaiting a further quotation from a recommended company closer to Wickhambreaux before booking an appropriate engineer to fix the problem.

Disturbance to Neighbours
At the Committee's request, a neighbour bordering the playing field completed a log of incidents that were occurring at the playing field (circulated prior to the meeting). This log, along with other emails about disturbances to these residents, were emailed to Cllr Lodge and Cllr Rees. As a result, an extraordinary committee meeting was held on Thursday 05 July 2018.

At the extraordinary meeting, the Committee felt that, upon the whole, it has exhausted all reasonable options to ease the resident's situation. However, that does not mean the Committee has "given up". Two committee members' telephone numbers have been given to the residents and they are prepared to attend the playing field and advise any persons causing a disturbance. In addition, two committee members have had a face to face meeting with the residents to discuss options.

Cllr Rees reported that the Committee are still exploring the options of CCTV and Cllr Rees and Cllr Lodge are waiting for a date for a survey. A box of reading and colouring books will be placed in the pirate ship over the summer holidays to promote quieter play and an advert has been placed in the August Church and Village in relation to "after hours" use of the playing field, as well as dog fouling and health and safety issues during maintenance. A letter has been emailed to the residents concerned.

Cllr Twyman reported that a local farm owner has agreed to meet with representatives from the Playing Field Committee should their workers be responsible for any disturbances.

The Playing Field Bank balance remains at £2354.12

Village Greens
Cllr Treacher reported that a quotation has been received to replace the remaining 27 posts on the village greens for £1,580. This quotation covers all materials, labour, painting of the posts prior to installation and new spiked chain where required. It was agreed that the Finance Sub-Committee arrange a meeting to discuss the quotation and also obtain a quotation for re-turfing the small green.

Cllr Treacher reported that the Parish Council has entered into a contract with Eon, the village hall's supplier, for the electricity point on the village green for one year. Unfortunately standing charges still apply and will be in the region of approximately £100.00 for the full year. The Parish Council will look into comparative suppliers when the contract is due to end.

Cllr Treacher also reported that the noticeboard opposite the small green has been taken down for refurbishment by two volunteers. The top of the frame, similar to a lid, showed some sign of rot and Littlebourne Woodcraft, who made the original frame, has agreed to make a replacement. Angela Hamilton continues to look into costs for a new footpath map.

Flood Protection
Cllr Wright reported that the Environment Agency are currently undertaking a survey of the Nailbourne.

Footpaths
Cllr Wright reported that the new marker for footpath CB184 from The Street to Seaton Road alongside the playing field, as requested by a resident, has now been installed. The soil dug up as part of this installation was used towards levelling the raised drain on the footpath but this is only a temporary measure as the soil has been left loose. No funding is available from Kent County Council for a permanent repair.

Cllr Wright also reported a new kissing gate on footpath CB185 from Seaton Road to the lakes has been installed in place of an existing stile. Cllr Wright wished to thank the Ramblers Association for their assistance. Cllr Wright also reported that two stiles have been reported to Kent County Council along footpath CB142, from Hollybush Lane to Elbridge Hill, which are in a bad state of repair.

Cllr Wright reported that she met with Louise Adams of Kent County Council to highlight problem areas along footpaths in the village. Louise Adams reported that there has been problems regarding maintenance of footpaths as the chosen contractor could not meet its commitments. A new contractor has since been appointed and footpaths CB141 and CB537 should be cut back in the next 2-3 weeks.

Louise Adams agreed to arrange for the entrance steps to CB537 along the riverbank to be turned so the entrance is on the pavement rather than the road. As the other side of CB537 has more of a gentle slope and greater visibility of the road, steps will not be installed here. No date has been set for the works.

Cllr Wright reported that Kent County Council has not obtained a quotation for replacing the fallen footpath signposts but advised that a replacement would be in metal. Louise Adams recommended re-using the fingers on the posts and just replacing the column of the posts instead to keep costs down. A quotation will be obtained for this in wood but the Parish Council may need to contribute towards costs. It was unanimously agreed to replace in wood due to the prominent location of all the posts in the village.

Cllr Wright also reported that Kent County Council are currently consulting on their draft Right of Way Improvement Plan, which outlines objectives for Kent's Public Right of Way network and wider public access for the next 10 years. Deadline for comments is 12 September 2018 and Cllr Wright agreed to look into this further.

12. **FINANCE**
The expenditure totalling £393.52 was authorised, made up of:

- Majestic Garden Care – Playing Field maintenance June 2018 - £110.00
- Chenice Sparkes – Clerk salary July 2018 - £230.52
- HMRC – Employee and PAYE July 2018 - £53.00

In the interim period, three cheques were signed as follows:

- ICO (Information Commissioners Office) – Annual Subscription - £40.00
- Beechwood Tree Specialists – Removal of concrete slab on playing field (as previously agreed in November 2017) - £180.00
- Tim Butler – Goodwill payment to replace broken strimmer blade (caused by debris following exchange of metal for wooden posts on the birds nest swing) - £75.00

Cllr Rees reported that the School will be undertaking a stone pick of the playing field following the removal of the concrete slab.

Cllr Rees requested permission to be reimbursed for the purchasing of white posts for Spicers Place and the village green (27 posts in total) in the interim period before the next meeting on 18 September 2018. This was unanimously approved.

13. **CLERK REPORT AND CORRESPONDENCE**
None not covered on agenda.

14. **ANY OTHER BUSINESS**
(i) Cllr Twyman reported that the A257 group are looking to get speed limits of parishes boarding the A257 reduced from 60mph and he will be supporting this initiative as much as possible.

The meeting closed at 9.35pm

Signed……..... (Chairman)

Date…….....