

**WICKHAMBREAUX PARISH COUNCIL MEETING HELD ON 19 JUNE 2024 AT
WICKHAMBREAUX VILLAGE HALL, THE STREET, WICKHAMBREAUX, CT3 1RJ**

Present: Parish Cllr Peter Collinson
Parish Cllr Caroline Rees
Parish Cllr Martin Twyman
Parish Cllr Mark Wrightson
Parish Cllr Philippa Barber

Mrs Chenice Howard-Sparkes, Clerk to the Council
There was one member of the public present.

1. CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting and asked for apologies for absence. Apologies for absence were received and accepted from Cllr Theresa McRobbie (Work Commitments), Cllr Faith Wright (Family Commitments), City Cllr Lee Castle (Work Commitments) and County Cllr Mike Sole (Work Commitments).

2. DECLARATIONS OF INTEREST

None. Cllr Barber was provided with a Disclosable Pecuniary Interest (DPI) form and advised this needs to be returned to CCC within 28 days of being co-opted.

Standing Orders were suspended at this point to enable a member of the public to address councillors. The member of the public wished to update the Parish Council on the progress of the installation of the new electricity sub-station and wished to raise concerns regarding a number of overgrown footpaths. Cllr Rees agreed to contact the landowner regarding the overgrown footpaths. Standing Orders were resumed at this point.

3. MINUTES OF THE ANNUAL MEETING HELD ON 14 MAY 2024 AND EXTRAORDINARY MEETING HELD ON 12 JUNE 2024

It was proposed by Cllr Rees, seconded by Cllr Twyman and AGREED that the Minutes of the Annual Parish Council Meeting held on 14 May 2024 and Extraordinary Meeting held on 12 June 2024 be accepted as a true record of the meeting and they were duly signed by the Chairman.

4. INFORMATION FROM MATTERS ARISING

9) The Clerk reported that she met with KCC (Kent County Council) Highways Improvement Plan (HIP) team on 13 June 2024 to discuss extending the 30mph speed limit to the cottages further along Grove Road. The HIP team advised moving the signage would not be possible as it would not meet current regulation requirements. More detailed feedback will be given as to why the suggestion does not meet requirements, which can be passed onto residents once received.

10) Following the recent consultation on CCC's (Canterbury City Council's) draft Local Plan, CCC will be analysing and considering feedback and any changes considered by the cross-party councillor working group. This is expected to take place between June and December 2024. CCC's Cabinet and then Full Council is expected to consider and approve the revised draft plan in January 2025, whereby it will then go out to Regulation 19 consultation for six weeks (expected February-March 2025).

Following this consultation, CCC anticipate submitting the draft plan to the Planning Inspectorate by the government deadline of 30 June 2025. The next stage will be an 'examination in public', presided over by the Planning Inspector who looks at the evidence, listens to feedback, and they have the final say over housing numbers and what land is included in the plan for development. This stage is expected to commence in Autumn 2025.

11) The Parish Council wished to record thanks to Cllr Wrightson and all the volunteers who helped to organise and run the D-Day 80th Anniversary Commemorations.

5. REPORTS FROM COUNTY AND CITY COUNCILLORS

County Cllr Mike Sole

In May, Cllr Sole attended Annual Parish Meetings in Wickhambreaux, Bishopsbourne, Bekesbourne, Upper Hardres, Womenswold and Kingston. With three others attended last month, Cllr Sole was able to get to 9 out of the 16 parish councils in his KCC division and send a written report to the others.

Following on from a site visit at Out Elmstead Lane, Cllr Sole had a meeting with highway officers to push the case for a permanent solution to the bridge/ford issue. As a result of that, it was agreed to improve signage on the A2 when the Nailbourne is flowing, and to push for National Highways to improve the junction and visibility. KCC unfortunately stated that they do not have the funding to make infrastructure improvements at the Nailbourne.

Having visited the junction of Cherville Lane and the A257 in Ickham, Cllr Sole has asked KCC to review what can be done to improve safety. Cllr Sole also attended a meeting of the A257 Group to update them on local issues. With the news that the A257 will be closed for three months near St Martin's Hospital, Cllr Sole is pushing for amendments to this as it will push lots of traffic down unsuitable rural roads. He is also discussing with Stagecoach their plans during the closure.

At the Annual Meeting of CCC, Cllr Sole became the leader of the Liberal Democrat group and is now deputy leader of CCC. At KCC, Cllr Sole questioned the cabinet member for the environment on how KCC is holding Southern Water to account on its ever-worsening environmental performance. He also attended the Growth and Economic Development Cabinet Committee.

After 18 months and lots of chasing and lobbying, Cllr Sole was pleased to see improvements being made to allow wheelchair access to a Kingston bus stop. Cllr Sole continues to push for further improvements to others.

City Cllr Lee Castle

At CCC's May Annual Meeting, Cllr Castle was reappointed to the Planning Committee, Licensing Committee and Scrutiny Sub Committee. Cllr Sole was elected as Deputy Leader of the Council, Cllr Jean Butcher became Lord Mayor for a second term, and Cllr Kei Moses became Sherriff.

During May, Cllr Castle attended Bekesbourne with Patricxbourn's annual meeting, who are working on highways projects and community speedwatch. At Wickhambreaux's annual parish meeting, there was an interesting talk about Asian Hornets from the Canterbury Bee Keepers Society, the key take away being to report anything as they would rather have mistaken reports than miss a potential sighting.

The draft local plan consultation ended on the 03 June 2024. In Adisham, a valiant effort was made by all the village groups with pop ins and briefings, which helped people complete their responses. In Littlebourne, with the help of the action group a leaflet was dropped to all residents with key objections to the two proposed sites.

In Littlebourne, the Gladman site (CA/23/00484) is still with the planning department, however Cllr Castle is due to receive an update from them imminently. Currently, stakeholders are due to respond since Gladman have modified the plans by removing the onsite treatment works and changing the timelines on delivering the homes to fall within current legislation.

Although a KCC highways issue, Cllr Castle has received lots of correspondence about the planned 13-week closure of the A257. Cllr Mike Sole as KCC councillor has been consulting with KCC Highways and the cabinet member for transport. With other councillors in the neighbouring areas, Cllr Castle has been in contact with Stagecoach. When there is an update, it will be shared via all platforms.

It was disappointing to see the end of the Youth provision in Littlebourne, which had proved highly popular and successful. Sadly, due to budget cuts, KCC have changed the delivery of the service. Cllr Castle wished to record thanks to Richard and his team for their efforts. Cllr Castle is due to meet with the Youth Services team to see if an alternative can be arranged in some format.

Locally, Ickham and Well has been pushing ahead with several projects around the village pond and village green. In Littlebourne, Cllr Castle has been dealing with correspondence around footpaths, speeding, parking and the local plan consultation. In June, Cllr Castle will be attending Littlebourne, Adisham and Ickham parish council meetings, and will also be attending various D-Day events and also Canterbury Pride.

6. HIGHWAYS

Cllr Twyman reported that the most recent A257 meeting was held on Saturday 18 May 2024. The main item of discussion was the scheduled A257 Littlebourne Road closure, which is due to be closed from 24 July 2024 with estimated completion by 22 October 2024. This closure is required to enable new connection works. The Group has requested a meeting with KCC to discuss concerns regarding the closure. No response to the request has been received to date.

The Clerk has also written to KCC on behalf of the Parish Council to request this closure be reconsidered, exploring other methods to perform the work without the need for such a lengthy full closure due to the impact this will have on residents in surrounding villages. No response has been received to date. The Clerk was asked to chase.

7. PLANNING

New Applications

CA/24/00791 – The Moorings, Wickham Lane

An application has been received for a single storey detached outbuilding for use as ancillary accommodation following the demolition of an existing outbuilding. The Parish Council had no objections.

CA/24/00953 – The Red Lion, Stodmarsh Road

An application has been received for works to trees subject to a Tree Preservation Order (TPO). Proposed works are for crown reductions to 4 trees located in the rear garden area. The Parish Council had no objections.

Determined Applications

KCC/CA/0021/2024 – Grove Ferry Picnic Site, Grove Ferry Road

KCC has granted the application for proposed re-surfacing and edging of existing informal hardstanding to provide connecting areas between the car park, changing areas and pathways.

CA/24/00428 – 7 Mill Close

KCC has granted proposed works to TPO 1/1980/WIC G2 T1 silver birch tree located on the communal green in front of No.7. The works include reducing canopy over No.7 Mill Close to give 2m clearance and to then reduce remaining canopy to balance thereby crown reducing by up to 3m.

CA/24/00016 – Poplar Farm Barn, Stodmarsh Road

KCC has granted the erection of detached double carport and fencing to front together with use of existing garage as annexe

CA/24/00017 – Poplar Farm Barn, Stodmarsh Road

KCC has granted Listed Building Consent for internal and external alterations, including removal of internal garage wall and north-east garage doors, insertion of 2 no. windows and 1 no. door on north-east elevation of garage, insertion of flue to south-west elevation of garage, removal/reconfiguration of internal walls, and installation of fenestration including doors and windows to south west and south east elevation of dwelling.

8. ANNUAL RETURN

Internal Auditor Report

The Parish Council noted the Internal Auditor's report, which found the record keeping to be of a good standard and the Parish Council's approach to the management of risks to be sound. The Parish Council considered the report and agreed no action was required at this time above and beyond the current implemented practices.

Section 1: The Annual Governance Statement

Cllr Rees proposed and Cllr Wrightson seconded, and all Councillors voted in favour, to approve the Annual Return and all supporting documents for the financial year ended 31 March. The Chairman duly signed the Section 1 page: the Annual Governance Statement. (Section 1 is for the Parish Council around the effectiveness of the system of internal control).

Section 2: The Accounting Statements

This had been prepared by the Clerk and Responsible Financial Officer and signed and dated prior to being presented to the parish council. Cllr Rees proposed and Cllr Wrightson seconded, and all Councillors voted in favour, to approve Section 2 and the Chairman duly signed this section too.

The Clerk must publish (including on the website) the Annual Return by 30 June 2024. The Parish Council must make arrangements for the exercise of public rights to inspect the accounts. The Notice will be published on the noticeboards and Parish Council website by 30 June 2024.

9. REPLACEMENT TIMBER BALANCE BEAM

Three quotations have been received as follows:

- Contractor A - £2,071.12 plus VAT
- Contractor B - £1,445.65 plus VAT
- Contractor C - £1,395.00 plus VAT

Quotations include replacement of the double balance beam like-for-like (except Contractor B who has a slightly different design), replacement of support posts, installation of new, and removal and disposal of existing rotten beam.

Cllr Rees reported that she has applied for £1,000 funding from the Four Villages Post Office and Shop fund towards the replacement.

Cllr Rees proposed Contractor C, Safeplay Playground Services Ltd, as a like-for-like replacement and the most cost effective, seconded by Cllr Collinson and unanimously AGREED.

10. CLLRS' REPORTS

Trees

Cllr Wrightson advised that he will be seeking quotations to undertake tree works advised in the recent annual survey.

KALC

The KALC Canterbury Area Committee Annual General Meeting (AGM) will be held on 27 June 2024 in Littlebourne War Memorial Hall.

Village Hall Committee

Cllr Rees reported that the D-Day coffee morning raised £171.60 in total for the village hall (£166.60 in cash and £5.00 on card). The next meeting is the AGM and will be held on 03 July 2024 at 7.30pm.

Playing Field Committee

Cllr Rees reported that the next meeting will be the AGM, date to be confirmed.

Village Greens

Cllr Wrightson advised that he has re-edged the large green with additional gravel in advance of the D-Day Commemorations. The Parish Council wished to thank Cllr Wrightson for undertaking this.

Cllr Wrightson reported that a number of residents in Stodmarsh have expressed concern at the standard of maintenance of Stodmarsh green. Cllr Twyman advised he spoke to the contractor, who undertook an additional visit to the green following concerns. A review will be undertaken of the contract to ensure it is meeting resident and Parish Council expectations.

Flood Protection

Cllr Twyman reported that the aquifer levels are still rather high at 81m but tankering has now stopped. Cllr Twyman also reported that fencing has been repaired by Drill Lane but the surface of the road is slippery, so users are advised to be careful.

Footpaths

A resident has raised some issues with a number of footpaths in the parish. Whilst Cllr Wright has previously reported some of these issues, the Clerk agreed to contact KCC PROW (Public Rights of Way) to ask for an update and ensure all the issues are logged.

11. FINANCE

Payments

The expenditure totalling £1,672.98 was authorised, made up of:

- Gail Hubbard - Reimbursement of expenses for printing Annual Parish Meeting invites (ink and paper) - £29.46
- St Andrew's Church – Provision of wine for Annual Parish Meeting - £34.50
- Majestic Garden Care – Grass Cutting Playing Field May 2024 - £180.00
- Lionel Robbins – Internal Auditor Fee 2023-2024 - £105.00
- KALC – Master Planning Applications Responses Training Course 17th July 2024 (Cllr Peter Collinson) - £60.00
- KALC – Master Planning Applications Responses Training Course 12th September 2024 (Cllr Mark Wrightson) - £60.00
- KALC – Nuts and Bolts of Parish Councils Training Course 22 July 2024 (Cllr Philippa Barber) - £60.00
- KALC – Master Planning Applications Responses Training Course 17th July 2024 (Cllr Philippa Barber) - £60.00
- Maypole Marquee Limited - Marquee for D-Day 80th Anniversary Commemorations - £671.04
- Chenice Howard-Sparkes – Clerk Salary June 2024
- HMRC – Employee and PAYE June 2024
- Moss Stevens – Village Hall Cleaning June 2024

The above payments were proposed by Cllr Collinson, seconded by Cllr Rees and AGREED thus authorised for payment.

The following payments totalling £3,457.54 were authorised in the interim period:

- Collett Builders – Deposit for works to Village Hall WC Cubicles - £3,180.24
- Collett Builders – VAT shortfall for Internal Door Widening - £277.30

Unity Trust Bank

It was agreed to add Cllr Barber to the bank mandate as a signatory.

12. CLERK REPORT AND CORRESPONDENCE

- i) The NHS is raising awareness of their Abdominal Aortic Aneurysm (AAA) screening, which takes place every fortnight at Kent and Canterbury Hospital. AAA is an

enlargement of the main blood vessel in the abdomen and if left untreated it can be fatal. It is a condition that is symptomless, which is why screening is offered. Men aged 65+ are most at risk. NHS screening invitations will be sent out to men aged 65 this year and those over 65 can request a scan. For more information, please visit the NHS website – [AAA Screening](#).

- ii) The 'Canterbury Pathways' Initiative is open to people of working age living in Canterbury district who are not currently in education or work, as well as those in work but looking to upskill. Its aim is to get more people into available education and training and ultimately new jobs. This is being delivered in collaboration with East Kent College and other training providers, with funding provided by the Government. For more information, please visit their website – [Canterbury Pathways Programme](#).

13. ANY OTHER BUSINESS

- i) Cllr Wrightson reported that he is progressing with arranging for the double siding of the footpath map board.

The meeting closed at 8.45pm.

Signed..... (Chairman)

Date.....