

**WICKHAMBREAUX PARISH COUNCIL ANNUAL MEETING HELD ON 14 MAY 2024 AT
WICKHAMBREAUX VILLAGE HALL, THE STREET, WICKHAMBREAUX, CT3 1RJ**

Present: Parish Cllr Peter Collinson
Parish Cllr Caroline Rees
Parish Cllr Martin Twyman

City Cllr Lee Castle

Mrs Chenice Howard-Sparkes, Clerk to the Council
There were no members of the public present.

1. ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2024-2025

Cllr Rees nominated Cllr Collinson for the position of Chairman. Cllr Twyman seconded that Cllr Collinson be elected for the year 2024-2025 and this was unanimously passed. There were no other nominations.

2. ELECTION OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2024-2025

Cllr Collinson nominated Cllr Rees for the position of Vice-Chairman. Cllr Twyman seconded that Cllr Rees be elected for the year 2024-2025 and this was unanimously passed. There were no other nominations.

3. ELECTION OF MEMBERS TO COMMITTEES AND GROUPS FOR THE COUNCIL YEAR 2024-2025

Committees:

- Finance Committee – Cllr Collinson, Cllr Rees and Cllr Twyman were all unanimously voted onto the committee.
- Emergency Sub-Committee Representative – Cllr Twyman was unanimously voted on as the Parish Council's representative on the committee.
- Playing Field Committee Representative – Cllr Rees was unanimously voted on as the Parish Council's representative on the committee.
- Village Hall Committee Representative – Cllr Rees was unanimously voted on as the Parish Council's representative on the committee.

Groups:

- Law and Order – Cllr Wrightson was unanimously voted as lead representative
- Tree Representative – Cllr Wrightson was unanimously voted as lead representative
- Planning – Cllr Wright and Cllr Collinson were unanimously voted as lead representatives
- Highways – Cllr Twyman was unanimously voted as lead representative
- Village Greens – Cllr Wrightson was unanimously voted as lead representative
- Footpaths – Cllr Wrightson was unanimously voted as lead representative
- Flood Protection – Cllr Twyman was unanimously voted as lead representative
- KALC – Cllr Collinson and Cllr Wrightson were unanimously voted as lead representatives
- Website – Cllr Collinson was unanimously voted as lead representative
- Consultations – Cllr Collinson was unanimously voted as lead representative

4. 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), Cllr Mark Wrightson (Work Commitments), and County Cllr Mike Sole (Work Commitments).

5. DECLARATIONS OF INTEREST

None.

6. MINUTES OF THE MEETING HELD ON 16 APRIL 2024

It was proposed by Cllr Rees, seconded by Cllr Twyman and AGREED that the Minutes of the Parish Council Meeting held on 16 April 2024 be accepted as a true record of the meeting and they were duly signed by the Chairman.

7. INFORMATION FROM MATTERS ARISING

9) Cllr Collinson circulated a draft advert and co-option form to all councillors prior to the meeting. It was unanimously agreed to place an advert on the website tomorrow (15 May 2024), with a deadline for expressions of interest on 31 May 2024. An Extraordinary Meeting will then be scheduled for June 2024, date to be confirmed, to consider candidates for co-option. The Clerk was asked to check councillor and village hall availability for June 2024. Cllr Collinson agreed to publish the advert on the website.

10) The Clerk reported that she chased KOMPAN for a comparison quotation to replace the toddler swing seats. As no quotation appears to be forthcoming, the Clerk will proceed to instruct Safeplay Playground Services Ltd for the sum of £525.80 plus VAT, as agreed by the Parish Council at the previous meeting on 16 April 2024.

8. REPORTS FROM COUNTY AND CITY COUNCILLORS

County Cllr Mike Sole

In April, Cllr Sole was able to attend annual parish meetings in Petham, Ickham and Lower Hardres, and looks forward to attending additional meetings in May. Cllr Sole also attended Barham with Kingston WI as their guest speaker, talking about the lighter side of his role as a councillor and campaigner since he first got involved in politics 34 years ago. He also enjoyed chatting to residents at the Chartham coffee morning, and attending the unveiling of one of two defibrillators in Ickham with the Lord Mayor of Canterbury, which he was able to secure a funding contribution towards. Cllr Sole also managed to secure grant funding for the Nailbourne Scout Group.

At CCC (Canterbury City Council), Cllr Sole has attended meetings of Council, Cabinet and Governance. He also attended the very well attended parish council engagement meeting and local plan consultation meeting. Due to the popularity of the latter, Cllr Sole has requested another session to be run. CCC is currently piloting a Right to Grow scheme in a few locations across the district, and Cllr Sole met with residents of Crookenden Place in Barham to discuss the scheme with them and identify a potential plot.

With five new parish councillors in place in Womenswold, Cllr Sole looks forward to passing over the reins in May, where the interim parish councillors appointed by CCC will step down, leaving things in the capable hands of the new council.

Cllr Sole was disappointed to hear that Stagecoach has amended their timetable so that the 89 no longer goes via Bridge. He has taken this up with Stagecoach and set up a petition to show strength of local opposition and push for a reversal of this decision.

City Cllr Lee Castle

Cllr Castle enjoyed attending Adisham and Ickham and Well's parish council Annual Parish Meetings, and will be attending/attended Wickhambreaux and Bekesbourne and Patricxbourne annual meetings in May. Copies of his reports can be found in the relevant minutes from the meetings. At CCC, Cllr Castle will be attending meetings of full Council with Mayor making and planning and licensing meetings.

During April, Cllr Castle has been dealing with various issues including a long running housing matter, which seems to be nearly resolved thanks to the hard work of the officers at the council. Cllr Castle has also met with residents to discuss planning applications and also issues around littering and dog fouling, and CCC's enforcement team will subsequently visit the affected areas.

As there were fewer council meetings in April due to the full council and Mayor making in May, it gave more time to catch up with residents, visiting and discussing correspondence that he has received. Cllr Castle has also been chasing for updates on his existing list of trees and groundworks reported to him.

Cllr Castle was pleased to hear there have been lots of responses to CCC's draft Local Plan, and wished to remind residents who haven't done so already to respond by the 03 June 2024. Cllr Castle advised that once the current draft Local Plan is adopted, work will likely commence shortly afterwards on the next draft, including a further call for sites and feedback on the newly adopted Plan. Cllr Castle encouraged parish councils and residents to engage in this process with both positive and negative feedback on the adopted Plan.

There is a known problem with the new residents permit account setup for some addresses, blue badge and residents' rates, please email the parking team or give them a call as they are working hard to resolve all the issues.

May marks a full year since Cllr Castle's election and he wished to thank residents, parish councils, officers and fellow councillors for all the support over the last year. Moving forward, Cllr Castle will continue to work hard to represent, help and support the residents of Little Stour and Adisham.

9. HIGHWAYS

Cllr Twyman reported there had been no A257 meeting since the last parish council meeting. The next meeting will be held on Saturday 18 May 2024. Cllr Twyman met with the Highways Steward to show various potholes requiring attention, which were logged for repair in due course.

Cllr Twyman also reported that Wickham Road is due to be shut on 20 May 2024 outside Wickhambreaux Lodge for up to one day, between the hours of 09.00 and 16.00, to enable carriage patching to be undertaken by KCC (Kent County Council) Highways.

Cllr Collinson reported that a resident enquired at the APM (Annual Parish Meeting) whether the 30mph speed limit could be extended to the cottages further along Grove Road. Cllr Collinson proposed and Cllr Rees seconded that the HIP (Highways Improvement Plan) be updated to include this request, and this was unanimously AGREED.

10. PLANNING

Revised Draft Local Plan to 2040

Cllr Collinson reported that Cllr Wright is producing a draft comment, which will be circulated to all councillors for consideration in due course. Residents are encouraged to comment on the Local Plan by the 03 June 2024.

New Applications

CA/24/00375 – Grove Ferry Inn, Grove Ferry Road

An application has been received for an open sided outbuilding for use as a music stage. The application has been prompted following a noise complaint from a neighbouring property, and the application includes acoustic fencing. Whilst no objections were raised in principle, concerns were expressed that the acoustic fencing could cause noise disturbance to other properties and wildlife in Stodmarsh Nature Reserve. It was unanimously agreed to respond to CCC expressing these concerns, and Cllr Collinson agreed to produce the response.

CA/24/00545 – Springtime, The List

An application has been received for a single storey rear extension, two storey rear extension and dormer to rear together with porch to front, pergola to rear, three rooflights and slate/PV slate roof tiles. The Parish Council had no objections.

Updates on Applications Awaiting Decision

CA/22/01530 Land To The North Of The Quaives Retreat, Seaton Road

Cllr Castle advised that the application is being split into two parts, with the first part likely to go to CCC Planning Committee in June 2024. A further application for the remaining proposals will be considered in the near future.

11. D-DAY 80 CELEBRATIONS

No further updates since the previous meeting.

12. REPLACEMENT TIMBER BALANCE BEAM

The Clerk reported that the timber balance beam in the Frank Montgomery Playing Field has been highlighted as needing replacement in the recent annual inspection. This has not been highlighted as a 'severe' risk, but needs addressing prior to the next inspection. The Clerk approached 2no companies for a quotation to replace the balance beam, but only one has been received to date. The Clerk agreed to approach further companies for comparison quotations and Cllr Rees agreed to submit an application to the Four Villages Post Office and Shop for funding towards the replacement.

13. VILLAGE CARETAKER

This item was deferred to the next meeting.

14. CLLRS' REPORTS

Village Greens

Cllr Rees reported she has been approached by the volunteer who maintains the planters advising that they need to be re-bedded for the summer. Cllr Rees instructed the volunteer to proceed and encouraged them to submit expenses for reimbursement as necessary.

Flood Protection

Cllr Twyman reported that tankering is still being undertaken and is likely to be ongoing for at least a month. Approximately 40% of the river is still being diverted down the bypass channel. Cllr Castle offered to assist Cllr Twyman in liaising with the Environment Agency and other parties as required.

Speedwatch

Cllr Collinson advised he understands dates have been booked to undertake Speedwatch sessions in the near future. The Clerk agreed to contact the clerk at Ickham and Well and the lead Speedwatch coordinator to advise return from maternity leave. The Clerk reported that Kent Police annual Speedwatch conference is due to take place on Saturday 15 June 2024. An invitation has been sent to all registered volunteers directly by Kent Police.

15. FINANCE

Payments

The expenditure totalling £1,338.48 was authorised, made up of:

- Zurich Municipal – Parish Council Insurance 2024-2025 – £512.50
- Majestic Garden Care – Grass Cutting Playing Field April 2024 - £180.00
- Community Heartbeat Trust – Annual Stodmarsh Defibrillator Support - £198.00
- Chenice Howard-Sparkes – Clerk Salary May 2024
- Gail Hubbard – Clerk Salary May 2024
- HMRC – Employee and PAYE May 2024
- Moss Stevens – Village Hall Cleaning May 2024

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

Financial Regulations

The Clerk reported that NALC (National Association of Local Councils) has released an updated version of the model Financial Regulations. The Clerk will compare the current adopted regulations, identify any changes, and present to councillors at the next meeting for adoption.

Unity Trust Bank

The Clerk reported she is liaising with Unity Trust Bank to establish what further information is required to progress the existing application to add Cllr Wrightson and Cllr McRobbie to the bank mandate. It was agreed to cancel the application and apply to add Cllr Wrightson only.

16. CLERK REPORT AND CORRESPONDENCE

- i) A Guide to taking part in VE Day 80, to celebrate the 80th Anniversary of the end of the war in Europe on 08 May 2025, was circulated to all councillors prior to the meeting.

17. ANY OTHER BUSINESS

- ii) Cllr Twyman advised that St Andrew’s Church had a working party on Saturday 11 May 2024 to get the churchyard ready for the D-Day Celebrations. A further working party will be arranged closer to the time.
- iii) Cllr Rees and other volunteers from Wickhambreaux assisted with the ‘Goodies on the Green’ event in Ickham on Saturday 11 May 2024, which was well attended.
- iv) Cllr Twyman gave apologies for the next Parish Council meeting scheduled for 18 June 2024. It was agreed to change the date to 19 June 2024, subject to the village hall being available.
- v) The Clerk was welcomed back from maternity leave. Cllr Twyman proposed sending a thank you letter to Gail Hubbard, who covered the Clerk while on maternity leave, which was unanimously AGREED.

The meeting closed at 9.20pm.

Signed..... (Chairman)

Date.....